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IDENTIFIERS *Accident Investigation; Military Curriculum Project; Riot Control; Weapons

ABSTRACT

These teaching guides and student programmed texts for a secondary-postsecondary-level course in law enforcement are one of a number of military-developed curriculum packages selected for adaptation to vocational instruction and curriculum development in a civilian setting. Purpose stated for the 162-hour course is to provide knowledge and skills in law enforcement concerning weaponry, drug abuse, confrontation control, legal aspects, law enforcement operations and communication, and public relations. Plans of instruction, which suggest number of hours of class time devoted to each course objective, are based on the following outline of four blocks of instruction: Weapons Qualification (3 lessons, 34 hours), Orientation and Law Enforcement Psychological Management (2 lessons, 24 hours), Law Enforcement Procedures and Physical Management of Individuals (3 lessons, 34 hours), and Law Enforcement Operations, Communications, and Police Human Relations (6 lessons, 70 hours). The teaching guides contain lesson plans listing objectives and presentation, application, and evaluation of student knowledge of information. For some lesson sections, tests are included. Student materials include student texts, sections of manuals, handouts with supplemental exercises and materials, and review exercises with answers (study guides). Programmed texts are provided as sections of blocks I, II, and IV. (YLB)

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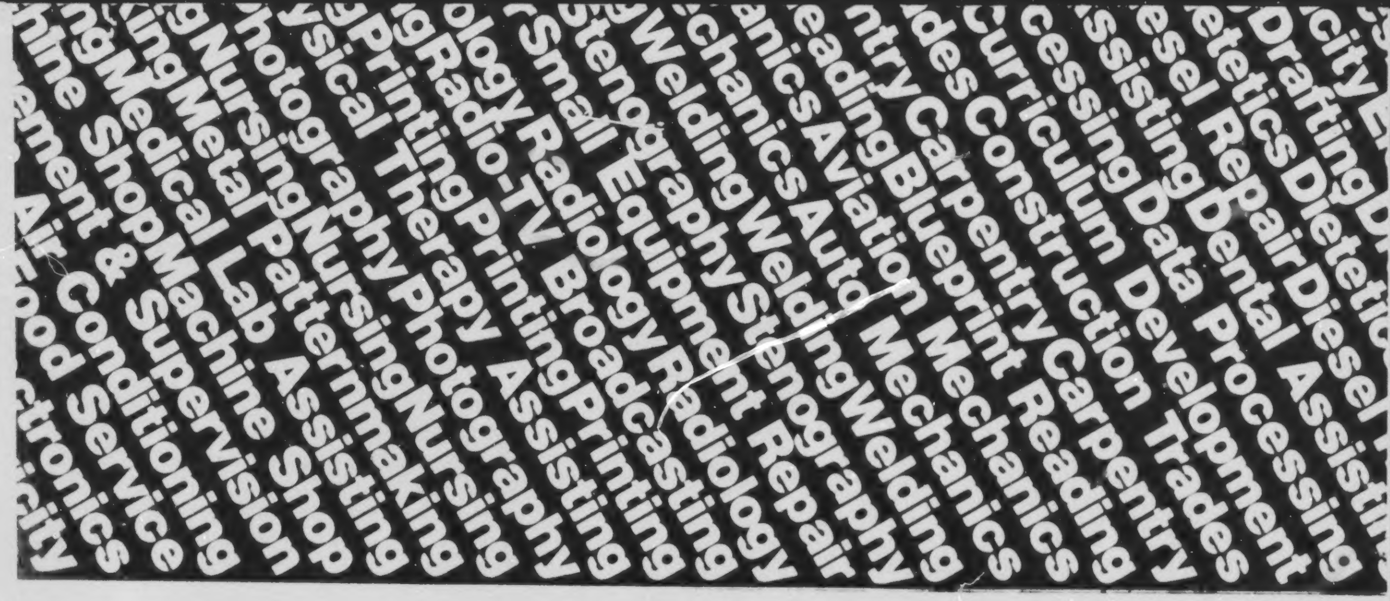

Military Curricula for Vocational & Technical Education

LAW ENFORCEMENT SPECIALIST

17-11

THE NATIONAL CENTER
FOR RESEARCH IN VOCATIONAL EDUCATION
THE OHIO STATE UNIVERSITY

This military technical training course has been selected and adapted by The Center for Vocational Education for "Trial Implementation of a Model System to Provide Military Curriculum Materials for Use in Vocational and Technical Education," a project sponsored by the Bureau of Occupational and Adult Education, U.S. Department of Health, Education, and Welfare.

MILITARY CURRICULUM MATERIALS

The military-developed curriculum materials in this course package were selected by the National Center for Research in Vocational Education Military Curriculum Project for dissemination to the six regional Curriculum Coordination Centers and other instructional materials agencies. The purpose of disseminating these courses was to make curriculum materials developed by the military more accessible to vocational educators in the civilian setting.

The course materials were acquired, evaluated by project staff and practitioners in the field, and prepared for dissemination. Materials which were specific to the military were deleted, copyrighted materials were either omitted or approval for their use was obtained. These course packages contain curriculum resource materials which can be adapted to support vocational instruction and curriculum development.

LAW ENFORCEMENT SPECIALIST

3 ABR 81132

Classroom Course 17-11

Developed by:
United States Air Force

Development and Review Dates:
August 1977

Occupational Area:
Public Service

Target Audiences:
Grade 11 - Adult

Print Pages: 971

Microfiche: 17

Availability:
Vocational Curriculum Coordination Centers

Contents:	**Type of Materials:**						**Instructional Design:**				**Type of Instruction:**		
	Lesson Plans:	Programmed Text:	Student Workbook:	Handouts:	Text Materials:	Audio-Visuals:	Performance Objectives:	Tests:	Review Exercises:	Additional Materials Required:	Group Instruction:	Individualized:	
Block I - Weapons Qualification	●	●			●		●	●	●		●	●	
Block II - Orientation and Law Enforcement Psychological Management	●	●		●	●	x	●	●	●		●	●	
Block III - Law Enforcement Procedures and Physical Management of Individuals	●		●	●		x	●	●	●		●		
Block IV - Law Enforcement Operations, Communications, and Police Human Relations	●	●	●	●		x	●	●	●		●	●	

X Materials are recommended but not provided.

THE NATIONAL CENTER
FOR RESEARCH IN VOCATIONAL EDUCATION

OSU
The Ohio State University

1960 Kenny Road
Columbus, Ohio 432
(614) 486-3655

Course Description:

This course is designed to provide knowledge and skills in law enforcement concerning weaponry, drug abuse, confrontation control, legal aspects, law enforcement operations and communication, and public relations. The course consists of four subject matter blocks covering 162 hours of instruction.

Block I - Weapons Qualification consists of 3 lessons requiring 34 hours of instruction.
- Introduction to Weapons (3 hours)
- M-16 Rifle (17 hours)
- Caliber .38 Revolver (14 hours)

Block II - Orientation and Law Enforcement Psychological Management contains 2 lessons covering 24 hours of instruction.
- Drugs (4 hours)
- Confrontation Management (20 hours)

Block III - Law Enforcement Procedures and Physical Management of Individuals has 3 lessons requiring 34 hours of instruction.
- Legal Considerations (5 hours)
- Search and Seizure (11 hours)
- Physical Apprehension and Restraint Techniques (18 hours)

Block IV - Law Enforcement Operations, Communications, and Police Human Relations consists of 6 lessons covering 70 hours of instruction.
- Communications (4 hours)
- Investigations (22 hours)
- Law Enforcement Operations (14 hours)
- Traffic Enforcement and Direction (15 hours)
- Traffic Accident Investigation (13 hours)
- Human Behavior (2 hours)

The course contains both teacher and student materials. Printed instructor materials include lesson plans listing objectives, student materials, and teaching aids. For some lesson sections, tests are included. Student materials include three programmed texts in addition to handouts and review exercises with answers.

Classroom Course 17-11

LAW ENFORCEMENT SPECIALIST

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POI L3ABR81132
(PDS Code NPW)

PLAN OF INSTRUCTION

(Technical Training)

LAW ENFORCEMENT SPECIALIST

17-11

HEADQUARTERS 3250 TECHNICAL TRAINING WING (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas

4 August 1977-Effective 29 August 1977 with class 770829

TC FORM 214 (JAN 76) OBSOLETES ATC FORMS 214, MAY 69, 522, NOV 63 AND 523, MAY 71. STANDARD COVERSHEET

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PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE
	Law Enforcement Specialist

BLOCK NUMBER	BLOCK TITLE
I	Weapons Qualification

1 COURSE CONTENT	2 TIME
1. Introduction to Weapons a. Provided with a M-16 Rifle and a .38 Caliber Revolver, demonstrate proper safety procedures without error. b. Provided with a M-16 Rifle and .38 Caliber Revolver, disassemble and assemble, with assistance.	

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
L3ABR81132	4 August 1977	1

ATC FORM 133 OCT 73 PREVIOUS EDITION IS OBSOLETE

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PLAN OF INSTRUCTION/LESSON PLAN PART I (Continuation Sheet)

COURSE CONTENT

SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
Student Text 50-1, Vol. I, Introduction to Weapons Training
Programmed Student Text 50-1, Weapons

Training Methods
Performance

Instructional Guidance
Issue and introduce Student Text 50-1, Vol. I and Programmed Student Text 50-1, Weapons. Instruct students to begin the Programmed Text and follow all instructions. Insure each student completes the criterion exercises and evaluate student progress. Provide tutorial assistance when necessary.

PLAN OF INSTRUCTION NO.	DATE	PAGE NO.
L3ABR81132	4 August 1977	2

ATC FORM APR 75 133A   REPLACES ATC FORMS 337A, MAR 73, AND 770A, AUG 72, WHICH WILL BE USED.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE Law Enforcement Specialist
BLOCK NUMBER I	BLOCK TITLE Weapons Qualification

1 COURSE CONTENT	2 TIME

2. M-16 Rifle

a. Achieve a qualifying score firing the M-16 Rifle in the Air Force Qualification Course IAW AFR 50-57.

b. Achieve a qualifying score firing the M-16 Rifle in the Security Police Course IAW AFR 50-57.

c. Given an M-16 Rifle and cleaning equipment, perform operator maintenance on the rifle, with assistance. The rifle must pass a functional check.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
L3ABR81132	4 August 1977	3

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PLAN OF INSTRUCTION/LESSON PLAN PART I (Continuation Sheet)

COURSE CONTENT

SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
Student Text 50-1, Volume IV, Rifle, 5.56MM, M16 (M16A1)
Programmed Student Text 50-1, Weapons

Training Equipment
M-16 Rifle w/magazine (1)
M-16 Dummy Round (1)
Cleaning Equipment (6)

Training Methods
Discussion/Demonstration
Performance
CTT Assignments

Multiple Instructor Requirements
Safety, Supervision (2)

Instructional Guidance
Reemphasize weapons safety, handling of weapons and range behavior. Issue each student an M-16 rifle. Explain that loading and unloading of the M-16 will be done on post. Issue cleaning equipment. Review and have students perform operator maintenance and function check the M-16 rifle.

PLAN OF INSTRUCTION NO.	DATE	PAGE NO.
L3ABR81132	4 August 1977	4

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PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE
	Law Enforcement Specialist

BLOCK NUMBER	BLOCK TITLE
I	Weapons Qualification

1 COURSE CONTENT	2 TIME

3. Caliber .38 Revolver

a. Achieve a qualifying score firing the .38 caliber revolver in the Air Force Qualification Course IAW AFR 50-57.

b. Achieve a qualifying score firing the .38 caliber revolver in the Security Police Course IAW AFR 50-57.

c. Given a .38 caliber revolver and cleaning equipment, perform operator maintenance on the revolver, with assistance. The revolver must pass a function check.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
L3ABR81132	4 August 1977	5

ATC FORM OCT 75 133 PREVIOUS EDITION IS OBSOLETE

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PLAN OF INSTRUCTION/LESSON PLAN PART I (Continuation Sheet)

COURSE CONTENT

SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
Student Text 50-1, Vol. II, Smith & Wesson Combat Masterpiece, Caliber .38 Revolver, Model #15
Programmed Student Text 50-1, Weapons

Training Equipment
Caliber .38 Revolver (1)
Web Belt w/holster (1)
Screwdriver (6)
Cleaning Equipment (6)

Training Methods
Discussion/Demonstration
Performance
CTT Assignments

Multiple Instructor Requirements
Safety, Supervision (2)

Instructional Guidance
Stress integrity and promote safety. Discuss handling of weapons, weapons safety and clearing procedures. Explain range behavior. Issue each student a .38 revolver. Issue a holster and web belt to each student. Discuss, demonstrate and have each student perform checking out, clearing, loading, holstering the revolver for duty, and unloading, clearing, and turning-in the weapon. Issue cleaning equipment. Explain, demonstrate and have each student perform operator maintenance on the weapon.

NOTE: Students must qualify on all courses of fire for Security Police personnel prior to continuation of training.

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LESSON PLAN
L3ABR81132

Technical Training

LAW ENFORCEMENT SPECIALIST

BLOCK 1

4 August 1977

WEAPONS QUALIFICATION

HEADQUARTERS 3250 TECHNICAL TRAINING WING (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas

ATC FORM 214 (JAN 76) OBSOLETES ATC FORMS 214, MAY 69, 522, NOV 63 AND 523, MAY 71. STANDARD COVERSHEET

PART II - TEACHING GUIDE

INTRODUCTION (5 Minutes)

Inform the students that this unit of instruction will include situations in which Security Policemen may be lawfully armed, use of deadly force, proper safety precautions, marksmanship fundamentals and the maintaining of weapons. Students will be required to participate in discussions and complete workbooks.

BODY (2 Hour 50 Minutes)

PRESENTATION:

I. Provided with a M-16 Rifle and .38 Caliber Revolver, demonstrate proper safety procedures without error.

1. Discuss when a Security Policeman may be lawfully armed.

2. Explain who may authorize personnel to bear arms.

3. Read and explain the Air Force Policy Statement, Firearms Safety, and Use of Force (AF Form 497).

4. Discuss the correct precautionary measures when handling weapons.

APPLICATION:

5. Have students complete workbook exercises on Weapon Safety and have each student read and complete the Air Force Form 497.

EVALUATION:

6. Provided with a M-16 Rifle and .38 Caliber Revolver, each student will demonstrate proper safety procedures with each weapon without error. Upon completion, annotate the ATC Form 667A.

PRESENTATION:

II. Provided with a M-16 Rifle and .38 Caliber Revolver, disassemble and assemble, with assistance.

1. Explain marksmanship fundamentals.

2. Explain the requirements for weapon maintenance.

3. Explain and demonstrate care and cleaning of the M-16 Rifle and .38 Caliber Revolver.

APPLICATION:

4. Have each student complete the workbook exercises on operator maintenance.

EVALUATION:

5. Provided with a M-16 Rifle and .38 Caliber Revolver, each student will demonstrate proper operator maintenance on both weapons without error.

CONCLUSION (5 Minutes)

Summarize the key points of the lesson. Inform the students that the information learned in this unit of instruction will be useful in the field as well as during training.

PART II - TEACHING GUIDE

INTRODUCTION (5 Minutes)

BODY (17 Hours 50 Minutes)

Inform the students that this unit of instruction will include firing and achieving a qualifying score with the M-16 Rifle and perform operator maintenance to include passing a functional check. Students will be required to participate in the discussion. Stress weapons safety.

PRESENTATION:

I. Achieve a qualifying score firing the M-16 Rifle in the Air Force Qualification Course IAW AFR 50-57.

1. Reemphasize the handling of weapons, weapons safety, and range behavior.

2. Describe the M-16 Rifle.

3. Explain the nomenclature of the M-16 Rifle.

4. Explain the range of the M-16 Rifle.

a.	Maximum Range	2653 Meters
b.	Maximum Effective Range	460 Meters

5. Demonstrate the clearing procedures of the M-16 Rifle.

    a. Attempt to place the selector on safe

    b. Remove the magazine

    c. Lock the bolt to the rear

    d. Visually inspect the chamber and receiver

    e. Insure that the safety selector points to safe

APPLICATION:

6. Have students perform clearing procedures of the M-16 Rifle in proper sequence.

EVALUATION:

7. Evaluate student's ability to perform clearing procedures of the M-16 Rifle in proper sequence IAW evaluation checklist.

8. Demonstrate the proper procedure for field stripping the M-16 Rifle.

APPLICATION:

9. Have students practice field stripping of the M-16 Rifle.

EVALUATION:

10. Evaluate each student's ability to perform proper field stripping of the M-16 Rifle.

11. Explain the procedures for operator maintenance of the M-16 Rifle.

12. Explain the points for observing worn or defective parts of the weapon.

13. Demonstrate the proper reassembly of the M-16 Rifle.

APPLICATION:

14. Have students perform reassembly of the M-16 Rifle.

EVALUATION:

15. Evaluate each student's ability to perform proper reassembly of the M-16 Rifle IAW evaluation checklist.

16. Demonstrate the closed receiver function check of the M-16 Rifle.

a. SAFE

b. SEMI

c. AUTO

APPLICATION:

17. Have students practice the closed receiver function check.

EVALUATION:

18. Evaluate each student's ability to perform a closed receiver function check IAW evaluation checklist.

19. Discuss basic marksmanship fundamentals
    - a. Relax
    - b. Sight Picture
        - (1) Sight Alignment
        - (2) Placement of the aiming point
    - c. Breathing
    - d. Trigger Control
    - e. Follow through

20. Discuss proper sight adjustments

21. Demonstrate proper sight adjustments
    - a. Windage
    - b. Elevation

APPLICATION:

22. Have students practice making sight adjustments with the M-16 Rifle.

EVALUATION:

23. Evaluate each student's ability to turn the windage drum in the proper direction to move the strike of the bullet left or right and turn the front sight in the proper direction to raise or lower the strike of the bullet.

24. Discuss immediate action
    - a. Malfunctions
        - (1) Range
        - (2) Duty
    - b. Stoppages
        - (1) Range
        - (2) Duty

25. Discuss drawing, clearing, and shouldering the M-16 Rifle for duty IAW attachment #1.

26. Demonstrate drawing, clearing, and shouldering the M-16 Rifle for duty IAW attachment #1.

APPLICATION:

27. Have students practice drawing, clearing, and shouldering the M-16 Rifle for duty IAW attachment #1.

EVALUATION:

28. Evaluate each student's ability to perform drawing, clearing, and shouldering the M-16 Rifle for duty IAW attachment #1.

29. Discuss clearing and turning in the M-16 Rifle IAW attachment #1.

30. Demonstrate clearing and turning in the M-16 Rifle IAW attachment #1.

APPLICATION:

31. Have students practice clearing and turning in the M-16 Rifle for duty IAW attachment #1.

EVALUATION:

32. Evaluate each student's ability to clear and turn in the M-16 Rifle for duty IAW attachment #1.

33. Explain that loading and unloading for duty will be accomplished on post.

34. Demonstrate dry fire positions.

a. Preparatory positions

(1) Load

(2) Challenge

(3) Carry

b. Firing positions

(1) Prone

(2) Kneeling

(3) Upright kneeling

(4) Standing

(5) Standing crouch

(6) Barricades

a. Left

b. Right

c. Over

EVALUATION:

35. Evaluate each student's ability to perform the preparatory and dry firing positions.

APPLICATION:

36. Have students fire the prescribed courses of fire IAW attachment to this lesson plan.

EVALUATION:

37. Each student must attain a qualifying score IAW attachments to this lesson plan.

II. Achieve a qualifying score firing the M-16 Rifle in the Security Police Course IAW AFR 50-57.

APPLICATION:

1. Have students fire the prescribed course of fire IAW AFR 50-57.

EVALUATION:

2. Evalute the students attainment of the criterion objective.

PRESENTATION:

III. Given an M-16 Rifle and cleaning equipment, perform operator maintenance on the M-16 Rifle. This M-16 Rifle must pass a function check.

1. Review operator maintenance of the M-16 Rifle.

2. Issue cleaning equipment

APPLICATION:

3. Have students perform operator maintenance on the M-16 Rifle.

EVALUATION:

4. Evaluate each student's ability to achieve the criterion objective.

CONCLUSION (5 Minutes)

Summarize the key points of the lesson. Inform the students that the information learned in this unit of training will be useful in the field as well as during training.

ATTACHMENT #1

M-16 CLEARING PROCEDURES

RECEIVING

1. Student will accept the M-16 butt first, selector lever on SAFE, bolt locked to rear and magazine well empty. Assume a modified Safe Port position (front sight eye level, one hand on handguard, one hand in pistol grip) and proceed to the designated point (usually a red line painted at least six feet from the clearing barrel). Only the clearing supervisor and one individual, with a weapon to be cleared, will be at the clearing barrel at any given time.

2. Under the direct supervision of a clearing supervisor, the student will:

a. Place the muzzle of the rifle into the clearing barrel aiming point.

b. Visually inspect the weapon to insure the chamber is empty and the selector lever is on SAFE.

c. Press the bolt catch/release to allow the bolt to go forward.

d. Attempt to depress the trigger (weapon should not fire).

e. Loosen the sling and shoulder arms.

NOTE: Explain procedures for inserting and removing magazines on post and/or in a vehicle.

TURN-IN

1. Under the direct supervision of a clearing supervisor, the student will:

a. Insure the magazine has been removed from the weapon, place the muzzle of the rifle into the clearing barrel aiming point.

b. Lock the bolt to the rear and visually inspect to insure the chamber is empty.

c. Press the bolt catch/release to allow the bolt to go forward.

d. Place the selector on SEMI and depress the trigger causing the rifle to dry fire into the barrel.

e. Press the bolt catch, relock the bolt to the rear, place the selector on SAFE and visually check the chamber.

Attachment #1 (Continued)

f. Assume a modified Safe Port position and proceed to the arms room window.

g. Return the M-16, butt first, to the arms room attendant.

ATTACHMENT #2

M-16, AFQC - - - - - - - PRACTICE COURSE

ORDER	POSITION	ROUNDS	TIME PER STRING (SEC)	RANGE (Yds)
* (Zero)	Prone	10	None	100
1	Prone	5	90	100
** 2	Kneeling	5	90	100
3	Standing	10(2-5 Rd.Mags)	90	100
4	Right Barricade Kneel	5	90	100
5	Left Barricade Kneel	5	90	100
6	Over Barricade Kneel	5	90	100
7	Shoulder Point Crough	5	90	25

Magazines Required: (9) 50 Total Rounds

1-10 Rd. Magazine
8-5 Rd. Magazine

* Evaluate students on their ability to make correct sight adjustments.

** After firing order #2, evaluate targets again to determine if further adjustments are required.

NOTES:
1. Orders will be fired in sequence.
2. Use Military "E" targets. Use ratio of one Range Instructor for every seven students firing.
3. When firing order #3, the second magazine will be placed in shooters' breast pocket prior to loading the weapon.
4. When firing order #6, the shooters' hands or arms may be rested on the barricade, but the M-16 will not be rested on the barricade.
5. On all orders the students will be placed into the firing position prior to receiving command "Load".

6. Provide assistance and correct errors in marksmanship fundamentals, if necessary.

7. Upon completion of Practice Course, have students report to their Block Instructors with their targets. Block Instructors will evaluate targets, and critique course. Weak students should be identified.

8. Upon completion, conduct course of fire in Attch. #3.

ATTACHMENT #3

M-16, AFQC - - - - - - RECORD FIRE

ORDER	POSITION	ROUNDS	TIME PER STRING (SEC)	RANGE (Yds)
1	Standing to Prone	10	60	100
2	Standing to Prone	10(2-5 Rd. Mags)	60	100
3	Standing	10	60	100
4	Standing to Kneeling	10	60	10
5	Standing to Kneeling	10(2-5 Rd. Mags)	60	100
6	Right Barricade Kneeling	10	45	100
7	Left Barricade Kneeling	10	45	100
8	Over Barricade Kneeling	10	45	100
9	Shoulder Point Crouch	10	60	25
10	Shoulder Point Crouch	10(2-5 Rd. Mags)	60	25

Magazines Required: (13)

100 Total Rounds

7-10 Rd. Magazines
6-5 Rd. Magazines

NOTES:

1. Orders will be fired in sequence.

2. Use military "E" targets. Use ratio of one Range Instructor for every seven students firing.

3. Orders #1,2,3,4,5,9, & 10 require students to move from standing Challenge position into prescribed firing position. Students will be positioned on the line as to allow sufficient space for them to move into the firing position. All students will move into the firing positions on command" Commence" (Caution students to leave safety "on" until in good stable position). P.I. will not give command to "Fire" until he is assured all students are in proper position and firing line is dressed.

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Attachment #3(Cont'd)

4. In all orders requiring magazine exchange (orders 2,5, & 10) the second magazine will be placed in students breast pocket prior to load.

5. Each shot not fired for any reason other than ammunition or weapon malfunction is counted as a miss. (Students must be informed of this prior to firing).

6. Block Instructors will score targets and record results on AF Form 522.

Minimum Qualifying - - - - - - 75 Proficient - - 85 Expert - - - 98

ATTACHMENT #4

M-16, SPC - - - - - - - - - - - PRACTICE COURSE

ORDER	POSITION	ROUNDS	TIME PER STRING (SEC)	RANGE(Yds)
*Zero	PRONE	10	NONE	100
1	Standing to Prone	10(2-5 Rd. Mags)	45	100
** 2	Standing to Kneeling	10(2-5 Rd. Mags)	45	100
3	Standing	10(2-5 Rd. Mags)	60	100
4	Right Barricade Kneeling	10(2-5 Rd. Mags)	30	100
5	Left Barricade Kneeling	10(2-5 Rd. Mags)	30	100
6	Over Barricade Crouch	10(2-5 Rd. Mags)	30	100
7	Shoulder Point Crouch	10(2-5 Rd. Mags)	30	25
		80 Total Rounds		

Magazines Required: (15)

1-10 Rd. Magazine
14-5 Rd. Magazines

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* Evaluate students on ability to make correct sight adjustments.

** After firing order #2, evaluate targets again, to determine if further adjustments are required.

NOTES:
1. Orders will be fired in sequence.
2. Use Military "E" targets. Use ratio of one Range Instructor for every seven students firing.
3. After zero, all orders are magazine exchange exercises. Have students place second magazine in breast pocket prior to loading.
4. When firing Order #6, the shooters hands or arms may be rested on the barricades, but the M-16 will not be rested on barricade.
5. Orders #1,2,3, & 7 require students to move from standing challenge into prescribed firing position. Students will be positioned on the line as to allow sufficient space for them to move into the prescribed positions. All students will move into the firing positions on command "Commence" (Caution students to leave safety "on" until

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Attachment #4 (Cont'd)

in good stable position). P.I. will not give command to "Fire" until he is assured all students are in proper position and firing line is dressed.

6. Provide assistance and correct errors in marksmanship fundamentals, if necessary.

7. Upon completion of practice course, have students report to their Block Instructor with their targets. Block Instructors will evaluate targets and critique course. Weak students should be identified at this time and individual assistance provided.

8. Upon completion, conduct the course of fire in Attachment #5.

ATTACHMENT #5

M-16, SPC - - - - - - - - - - - RECORD FIRE

ORDER	POSITION	ROUNDS	TIME PER STRING (SEC)	RANGE(Yds)
1	Standing to Prone	10 (2-5 Rd. Mags)	45	100
2	Standing to Kneeling	10 (2-5 Rd. Mags)	45	100
3	Standing	10 (2-5 Rd. Mags)	60	100
4	Right Barricade Kneeling	10 (2-5 Rd. Mags)	30	100
5	Left Barricade kneeling	10 (2-5 Rd. Mags)	30	100
6	Over Barricade Crouch	10 (2-5 Rd. Mags)	30	100
7	Shoulder Point Crouch	10 (2-5 Rd. Mags)	30	25
8	Upright Kneeling	10 (2-5 Rd. Mags)	30	25
		80 Total Rounds		

Magazines Required: (16)

16-5 Rd. Magazines

NOTES:

1. Orders will be fired in sequence.
2. Use Military "E" targets. Use ratio of one Range Instructor for every seven students firing.
3. Orders #1,2,3,7 & 8 require students to move from standing challenge position into prescribed firing position. Students will be positioned on the line as to allow sufficient space for them to move into the prescribed positions. All students will move into firing positions on command "Commence" (Caution students to leave safety "on" until in good stable position). P.I. will not give command to "fire" until he is assured all students are in proper position and firing line is dressed.
4. All orders call for magazine exchange, therefore the second magazine will be placed in students' breast pocket prior to loading weapon.

Attachment #5 (Cont'd)

5. Each shot not fired for any reason other than ammunition or weapon malfunction is counted as a miss. (Students must be informed of this prior to firing).

6. Block Instructor will score targets and record results on AF Form 522.

MINIMUM QUALIFYING --------60, PROFICIENT------68 NO EXPERT RATING

PART II - TEACHING GUIDE

INTRODUCTION (5 Minutes)

BODY (11 Hours)

Inform the students that this unit of Instruction will include firing and achieving a qualifying score with the Caliber .38 Revolver. Students will be required to perform operator maintenance on the Caliber .38 Revolver. Students will be required to participate in the discussion.

PRESENTATION:

I. Achieve a qualifying score firing the caliber .38 revolver in the Air Force Qualification Course IAW AFR 50-5.

1. Describe the caliber .38 revolver

2. Explain the nomenclature of the caliber .38 revolver

3. Explain the range of the caliber .38 revolver

a.	Maximum range	1700 Meters
b.	Maximum effective range	50 Meters

4. Discuss clearing procedures

    a. Press forward on the cylinder latch

    b. Rotate the cylinder out

    c. Extract all rounds

    d. Visually inspect the chambers

    e. Leave cylinder open

5. Discuss basic marksmanship fundamentals

    a. Relax

    b. Sight picture

        (1) Sight alignment

        (2) Placement of aiming point

   c. Breathing

   d. Trigger control

   e. Follow through

6. Discuss and demonstrate grips

   a. One hand

   b. Two hand push/pull

APPLICATION:

7. Have students perform proper one and two hand grips on the caliber .38 revolver

EVALUATION:

8. Evaluate each student's ability to perform proper one and two hand grips on the caliber .38 revolver.

9. Discuss and demonstrate single action and double action firing with the caliber .38 revolver.

APPLICATION:

10. Have students practice single action and double action with the caliber .38 revolver.

EVALUATION:

11. Evaluate each student's ability to perform single action and double action with the caliber .38 revolver.

12. Discuss sight adjustments of the claiber .38 revolver.

13. Demonstrate sight adjustment of the caliber. 38 revolver.

   a. Windage

   b. Elevation

APPLICATION:

14. Have students practice making sight adjustments.

EVALUATION:

15. Evaluate each student's ability to rotate the windage screw and/or elevation screw in the proper direction.

16. Discuss immediate action with the caliber .38 revolver

a. Malfunctions

(1) Range

(2) Duty

b. Stoppages

(1) Range

(2) Duty

17. Discuss checking out, loading, and holstering of the caliber .38 revolver for duty IAW attachment #1.

18. Demonstrate checking out, loading, and holstering of the caliber .38 revolver for duty IAW attachment #1.

APPLICATION:

19. Have students perform checking out, loading, and holstering of the caliber .38 revolver for duty IAW attachment #1.

EVALUATION:

20. Evaluate each student's ability to perform checking out, loading and holstering of the caliber .38 revolver for duty IAW attachment #1.

21. Discuss the unloading, clearing, and turning in of the caliber .38 revolver IAW attachment #1.

22. Demonstrate unloading, clearing, and turning in of the caliber .38 revolver IAW attachment #1.

APPLICATION:

23. Have students perform unloading, clearing, and turning in of the claiber .38 revolver IAW attachment #1.

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EVALUATION:

24. Evaluate each student's ability to perform unloading, clearing, and turning in of the caliber .38 revolver IAW attachment #1.

25. Discuss dry fire positions with the caliber .38 revolver.

a. Preparatory positions

(1) Load

(2) Depressed pistol

(3) Raised pistol

b. Firing positions

(1) Prone

(2) Sitting

(3) Kneeling

(4) Upright kneeling

(5) Standing

(6) Standing crouch

(7) Barricades

a. Left

b. Right

c. Over

26. Demonstrate dry fire positions with the caliber .38 revolver.

APPLICATION:

27. Have students practice dry fire positions with the caliber .38 revolver.

EVALUATION:

28. Evaluate each student's ability to perform the dry fire positions with the caliber .38 revolver.

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APPLICATION:

29. Have students fire the prescribed courses of fire as outlined in the attachments to this guide.

EVALUATION:

30. Each student must attain a qualifying score IAW attachment in this guide.

PRESENTATION:

II. Achieve a qualifying score firing the .38 caliber revolver in the Security Police Course IAW AFR 50-57.

APPLICATION:

1. Have students fire the prescribed course of fire IAW AFR 50-57.

EVALUATION:

2. Evaluate the students attainment of the criterion objective.

PRESENTATION:

III. Given a caliber .38 revolver and cleaning equipment, perform operator maintenance on the revolver. The revolver must pass a function check.

1. Issue cleaning equipment.

2. Explain operator maintenance of the caliber .38 revolver.

3. Demonstrate operator maintenance on the caliber .38 revolver.

APPLICATION:

4. Have students perform operator maintenance of the caliber .38 revolver.

EVALUATION:

5. Evaluate each student's ability to achieve the criterion objective.

CONCLUSION (10 Minutes)

Summarize the key points of the lesson. Inform the students that the information learned in this unit of training will be useful in the field as well as during training.

ATTACHMENT #1

CALIBER .38 REVOLVER CLEARING PROCEDURES

RECEIVING

1. Student will accept the caliber .38 revolver butt first with the hammer down, cylinder in open position, barrel empty, in his right hand assuming the Raised Pistol position (weapon pointed upward, thumb of right hand on extractor star, barrel at eye level), insuring that the finger is NOT inside the trigger guard or touching the trigger. Proceed to the designated point (usually a red line painted at least six feet from the clearing barrel). Only the clearing supervisor and one individual, with a weapon to be cleared, will be at the clearing barrel at any given time.

2. Under the direct supervision of a clearing supervisor, the student will:

   a. Place the muzzle of the revolver into the clearing barrel aiming point.

   b. Grip the revolver in the left hand (with the middle and ring finger thru the cylinder well, thumb resting on top of the cylinder) holding the cylinder open and immobile.

   c. Visually inspect the weapon to insure the barrel and cylinder are empty and the hammer is in the extreme forward position.

   d. Insert cartridges into the cylinder with the right hand, then close the cylinder (using the thumb, middle and ring finger of the left hand).

   e. Holster the revolver and fasten the holster strap across the back of the hammer.

NOTE: Explain that the weapon will not be removed from the holster, except in the line of duty, until it is to be cleared for turn-in.

TURN-IN

1. Under the direct supervision of a clearing supervisor, the student will:

   a. Unholster the revolver and place the muzzle of the weapon into the clearing barrel aiming point (making sure he does NOT place the fingers inside the trigger guard or on the trigger).

b. Push the thumb piece with the right thumb and open the cylinder with the middle and ring fingers of the left hand (sliding the middle and ring finger of the left hand thru the cylinder well with the thumb of the left hand resting on top of the cylinder to hold it immobile).

c. Depress the extractor rod (with the thumb of the left hand) and remove rounds from the cylinder (with the right hand).

d. After all rounds have been removed, visually inspect the cylinder and barrel of the revolver to insure it is empty.

e. Assume the Raised Pistol position (weapon in right hand, thumb on the extractor star, making sure the fingers are NOT inside the trigger guard or touching the trigger) proceed to the arms room window.

f. Turn-in the revolver butt first, muzzle elevated with the cylinder open.

ATTACHMENT #2

.38 REVOLVER, AFQC - - - - - - - - - - - PRACTICE COURSE

ORDER	POSITION	ROUNDS	TIME PER STRING (SEC)	RANGE (Yds)
* ZERO	PRONE	5-Shot String	None	25
1	PRONE	5-Shot String	10	25
2	SITTING	5-Shot String	10	25
3	KNEELING	5 (3-Shot String) (2-Shot String)	60	25
4	STANDING	5 (3-Shot String) (2-Shot String)	60	25
5	Barricade LEFT (Stand)	5 (3-Shot String) (2-Shot String)	60	25
6	Barricade RIGHT (Stand)	5 (3-Shot String) (2-Shot String)	60	25
7	Barricade OVER (Kneel)	5 (3-Shot String) (2-Shot String)	60	25
** 8	Standing Crouch (D.A.)	10 (6-Shot String) (4-Shot String)	60	15

* Evaluate targets and make sight adjustments.
** After firing order #8, evaluate targets again and make necessary adjustments.

NOTE:
1. Orders 1 thru 7 are fired single action.
2. On orders #3,4,5,6,7 & 8, students will be given the order to load three (3) rounds, fire them, reload with 2 rounds and continue firing. 60 second time limit includes reloading. Reloading will be accomplished in the firing position with the exception of the standing positions.
3. All orders will be fired in sequence.
4. Use military "E" targets. Use ratio of one (1) Range Instructor for every seven (7) students firing.
5. Before firing orders that require students to draw weapons from holsters, at least two dry runs with unloaded weapons will precede live firing.

6. Orders #1,2,3,4, & 8 will be fired after drawing from holster.
7. Time will not begin (on orders that require holsters) until after the weapons have been drawn and order to fire is given.
8. Each shot not fired for any reason other than ammunition or weapon malfunction is counted as a miss. (Students must be informed of this prior to firing).
9. When firing orders that require barricades, the hands or forearms may rest on the barricade, but the .38 will not rest on it.
10. Upon completion, conduct course of fire in Atch #3.

"CAUTION"

ALL STUDENTS WILL DRAW WEAPONS ON COMMAND "COMMENCE". CAUTION STUDENTS NOT TO PUT FINGER INSIDE TRIGGER GUARD UNTIL THEY HAVE ASSUMED GOOD STABLE POSITION.

ATTACHMENT #3

.38 REVOLVER, AFQC - - - - - - - - - - - - - - - - - - -RECORD FIRE

ORDER	POSITION	ROUNDS	TIME PER STRING (SEC)	RANGE (Yds)
1	PRONE	6	25	25
2	SITTING	6	25	25
3	KNEELING	6	25	25
4	STANDING	6	25	25
5	PRONE	6	25	25
6	SITTING	6	25	25
7	KNEELING	6	25	25
8	LEFT BARRICADE (Stand)	10 (load 6 & 4)	45	25
9	RIGHT BARRICADE	10 (load 6 & 4)	45	25
10	OVER BARRICADE (Kneel)	10 (load 6 & 4)	45	25
11	CROUCH (D.A.)	6 (3-2 shot stng)	8	15
12	CROUCH (D.A.)	6 (3-2 shot stng)	5	15
13	CROUCH (D.A.)	6 (3-2 shot stng)	3	15
14	CROUCH (D.A.)	10 (load 6 & 4)	45	15
		100 TOTAL ROUNDS		

NOTES:

1. Orders will be fired in sequence.
2. Draw weapons on every order of fire. Draw from Standing Position.
3. Use Military "E" targets. Use ratio of one Range Instructor for every seven students firing.
4. All orders that require 10 rounds, students will load with 6, fire them, reload with 4 and continue to fire. Time limits include reloading time.

ATTACHMENT #3 (Cont'd)

5. On orders #11, 12, & 13, load 6 rounds, but fire 2 shots per command. After firing two rounds, students will remove finger from trigger guard and return to Depressed Pistol Position.
6. Each shot not fired for any reason other than ammunition or weapon malfunction is counted as a miss. (Students must be informed of this prior to firing).
7. Orders #1 thru 10 are fired single action.
8. Time limit does not start until the order to fire is given.
9. Block Instructors will score targets and record results on AF Form 522.

MINIMUM QUALIFYING --- 75 PROFICIENT ---- 80 EXPERT ---- 90

"CAUTION"

ALL STUDENTS WILL DRAW WEAPONS ON COMMAND "COMMENCE".

CAUTION STUDENTS NOT TO PUT FINGER INTO TRIGGER GUARD

UNTIL THEY HAVE GOOD STABLE POSITION

ATTACHMENT #4

.38 REVOLVER, SPC - - - - - - - - - - - - - - - - - PRACTICE COURSE

ORDER	POSITION	ROUNDS	TIME PER STRING (SEC)	RANGE (Yds)
ZERO	PRONE	10 (2-5 Shot Stng)	None	25
1	DRAW/PRONE (D.A.)	12 (4-3 Shot Stng)	8	25
2	DRAW/KNEEL (D.A.)	12 (4-3 Shot Stng)	8	25
3	DRAW/CROUCH (D.A.)	12 (4-3 Shot Stng)	5	15
		46 TOTAL ROUNDS		

NOTES:

1. Orders will be fired in sequence.
2. Use Military "E" targets. Use ratio of one Range Instructor for every seven students firing.
3. On orders, #1,2, & 3, load with 6 rounds, however, fire only three rounds per command.
4. Weapons will not be holstered after each string, students will stop firing, remove finger from trigger, and hold their position, except for order #3, students will fire three rounds on each command, then return to depressed pistol position.
5. After firing order #3, check targets again for final adjustments.
6. Block Instructors will evaluate targets and critique course. Weak students will be identified at this time and individual assistance provided.
7. Upon completion, conduct course of fire in attachment #5.

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ATTACHMENT #5

.38 REVOLVER, SPC - RECORD FIRE

ORDER	POSITION	ROUNDS	TIME PER STRING (SEC)	RANGE (Yds)
1	DRAW/SITTING (S.A.)	12 (4-3 shot stng)	15	25
2	DRAW/KNEEL (S.A.)	12 (4-3 shot stng)	15	25
3	BARRICADE LEFT (Kneel)D.A.	12 (4-3 shot stng)	15	15
4	BARRICADE RIGHT(Kneel)D.A.	12 (4-3 shot stng)	15	15
5	BARRICADE OVER(Crouch)D.A.	12 (4-3 shot stng)	15	15
6	DRAW/PRONE (D.A.)	12 (4-3 shot stng)	15	15
7	DRAW/CROUCH (D.A.)	12 (4-3 shot stng)	5	15
		84 TOTAL ROUNDS		

NOTES:

1. Orders will be fired in sequence.
2. Use Military "E" targets. Use ratio of one Range Instructor for every seven students firing.
3. Load 6 rounds each time on all orders, however, fire only three rounds per command.
4. On orders #3,4, & 5 students will load weapons after assuming the firing positions.
5. In the SPC Course, time per string includes time to draw and fire on orders #1, 2, 6, & 7.
6. Each shot not fired for any reason other than ammunition or weapon malfunction is counted as a miss. (Students must be informed of this prior to firing).
7. Block Instructors will score targets and record results on AF Form 522.

MINIMUM QUALIFYING ----60, PROFICIENT ----68, NO EXPERT RATING

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END OF DAY SUMMARY

SUMMARY

1. Restate objectives of the lesson
2. Emphasize the areas of major importance
3. Use oral questions to determine areas to be retaught

ASSIGNMENT

1. Identify study material
2. Give cause for student to study assignment
3. Mention method of study

INTRODUCTION TO NEW DAY'S WORK

1. Arouse student interest
2. Review items of major importance
3. State objectives to be covered on this particular day
4. Continue presentation beginning where it ended the previous day

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PREPARE THE MAN

STUDENT TEXT 50-1

Volume I

TECHNICAL TRAINING

WEAPONS

INTRODUCTION TO WEAPONS TRAINING

1 May 1975

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
Department of Security Police Training
Lackland Air Force Base, Texas

952

Designed For ATC Course Use

DO NOT USE ON THE JOB

DEPARTMENT OF SECURITY POLICE TRAINING
Lackland Air Force Base, Texas 78236

STUDENT TEXT 50-1
Volume I
1 May 1975

Weapons

INTRODUCTION TO WEAPONS TRAINING

This volume contains information applicable to training with all weapons used by Security Police personnel. Safety requirements (listed) are those prescribed by regulation.

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Supersedes Student Text 50-1, Vol I, 1 August 1974.

OPR: TSPTC
DISTRIBUTION: X; One copy to each person conducting and receiving weapons training.

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Chapter 1

WEAPONS AND WEAPONS SYSTEMS

1-1. HISTORY. In the unrecorded period of about 25,000 years ago, man devised and used the handbow. The stone knife, the club, the sling, and even the spear were severely limited in effective range, but the handbow could accurately propel a killing missile to a distance of 20 or more times that of the span of a man's outstretched arms. Yet for all its superiority over contemporary weapons, the handbow was not used as a primary weapon of war until the English began to use it more than 1,000 years after the time of Christ.

A skilled longbowman could loose six or eight aimed shafts in a minute, but the longbow gave way to the musket. A musketeer trained with his weapon, could load and fire only two or three balls in a minute. To the casual observer, it seems remarkable that the firearm ever survived. However, there were very good reasons for this paradox. A man could be trained to load and fire a musket in only a few hours, whereas mastery of the longbow resulted from years of arduous practice. Though early shoulder firearms were bulkier and heavier than bows and arrows, they were serviceable as clubs in close-in combat. When equipped with a bayonet, the musket doubled as a pike.

Early cannon mortars gradually became heavy-siege weapons. They were capable of greater range and effectiveness than the monstrous wooden and cord engines that preceded them.

Handgrenades in a really usable form appeared in the 1600s. Reputed to have been devised by the French, handgrenades were soon adopted by all important European armies. The most effective early ones were cast hollow, of thin brittle iron, to contain black powder filling. Shaped so that one end was heavier, the iron grenade fell with the heavy end down, allowing the impact to actuate an internal flint and steel striker mechanism which ignited the filler. These early grenades were bulky and heavy; nevertheless they were effective for their time.

By 1750 the rifle was a practical weapon, far outranging the military musket in accurate killing range. Prussia was the first to acquire a reasonably efficient breech-loading service rifle (Circa 1841). Most other armies continued to use muzzle loaders for several years.

Doctor Richard Gatling demonstrated a quick-fire gun in 1862. Although not a machinegun in the modern sense, it was a forerunner of the fully automatic machinegun we now know. The Gatling, in its original form, was misunderstood, perhaps because of its considerable bulk and weight. It was looked upon as a sort of light artillery weapon rather than an infantry support weapon. Some 20 years elapsed before the British army, using a perfected version of the Gatling, employed it in hard campaigning on the remote frontiers of the world to consolidate and maintain their great empire. This proved the value of rapid-fire guns as infantry weapons.

By 1870, nearly all armies had adopted breechloading infantry rifles which fired fixed metallic cartridges. These improved firearms could be fired accurately 15 or more times in a minute by a trained soldier. Repeating rifles had been developed to a level of usability by 1861. The Spencer and Henry rifles (loaded with 7 to 16 cartridges, respectively) had a range of 200 yards (183 meters) and could fire five shots in the same time a muzzle loader could fire one. But the use of repeating rifles for the infantry of many armies was many years in the future.

In 1885, Hiram Maxim exhibited the first fully automatic machinegun. The Maxim gun, lighter and requiring much less operating effort than other kinds, set the standard for machineguns all over the world. Suddenly, closely knit infantry formations were suicidal.

In 1886, the French introduced the Lebel infantry rifle designed for Nitrocellulose powder and a bullet caliber 8mm (.32 inch). The ancient bondage to black powder had been broken. By 1888, Britain and Germany used the new smokeless powder in their rifles and the United States followed in 1892. By 1898, no modern army was without the new type smaller caliber rifle. The weight of individual rifle cartridges had dropped as much as 40 percent.

At the siege of Port Arthur in 1905, the Japanese used handgrenades with a filler of chemical compound (rather than a mechanical mixture of sulphur, charcoal, and nitrate touched off by a train similar to that used in today's handbombs). These first modern grenades were more complex than the grenadier weapons of the 17th century, but they were smaller, lighter, and more destructive.

The machinegun rose to great stature in World War I. Its sweeping, mowing fire withered infantry as locusts devour grain. It dominated the battlefields of Europe and caused the great trench warfare stalemate.

In 1936, the United States, adopted John Garand's rifle design as the M1. It was rugged, sure-functioning, powerful and accurate. This was the military rifle that proved manually operated designs were obsolete. The scramble for semiautomatic rifle design was on.

Recoilless rifles came to maturity in 1945 more than 20 years after the idea was first conceived. The German Panzerfaust and the American Bazooka rocket weapons were used considerably against armor and field fortifications during the second world war and preceded the new kickless rifles.

The years after the Korean crisis were spirited ones. The terrible might of the new nuclear weapons had shaken the concept of the battlefield. Tactics, organization and transportation had to be revised, as were communications and the smaller conventional weapons. Britain and France discarded their old, time-proven, bolt-action rifles and took up the FN rifle. Soviet Russia developed the 30-shot AK submachinegun for her infantry. The United States capitalized on the M1 design and modernized it by increasing the cartridge capacity and adopting it for the automatic rifle role. It in turn, was replaced by the M14, chambered for the 7.62mm NATO round and by the M16A1. New machineguns appeared in the Soviet ranks; the 7.62mm RPSs, and in the American ranks, the 7.62mm M60s. Recoilless weapons have been improved in armor defeating capabilities; new designs of hand and rifle grenades have been devised and other new weapons have come into existence which give the front line rifle troops new confidence against tank attacks and human wave assaults such as those employed by the Chinese in Korea.

The war in Vietnam has expanded the role of the Security Policeman in the protection of personnel and resources on Air Force bases throughout the world. Base defense demands full utilization of infantry weapons and a full knowledge of these weapons has become a must for Defense-Security Force personnel. It is the intent of this text to provide you with a working knowledge of the weapons normally used to defend bases in circumstances such as existed in Southeast Asia during the era of the 1960s.

1-2. DIRECTIVE FOR ARMING OF PERSONNEL AND USE OF FORCE. AF Regulation 125-26, Arming Air Force Personnel and Use of Force by Personnel Engaged in Law Enforcement and Security Duties, outlines the policy that applies in arming Air Force personnel and in the use of force by Air Force personnel engaged in law enforcement or security duties. It prohibits the use of excessive force in any situation and lists the specific instances in which deadly force may be used. It applies to ALL military and civilian personnel on official duty.

1-3. AUTHORITY TO BEAR FIREARMS. Under the provisions of AFR 125-26, installation commanders may authorize personnel under their jurisdiction to bear and use firearms in carrying out their official duties. He may also authorize his Chief, Security Police to make the determination as to who may bear arms. It is the purpose here to set forth those circumstances under which Security Police will be armed and familiarize you with the use of force as outlined in AFR 125-26. You will normally be armed when you are:

a. Performing security or law enforcement duties.

b. Investigating a case under unusually hazardous circumstances which may require a weapon to protect your life or complete your assigned mission.

c. Protecting high-ranking U.S. or foreign dignitaries.

d. Carrying or protecting classified information or material when the commander determines that armed protection is required.

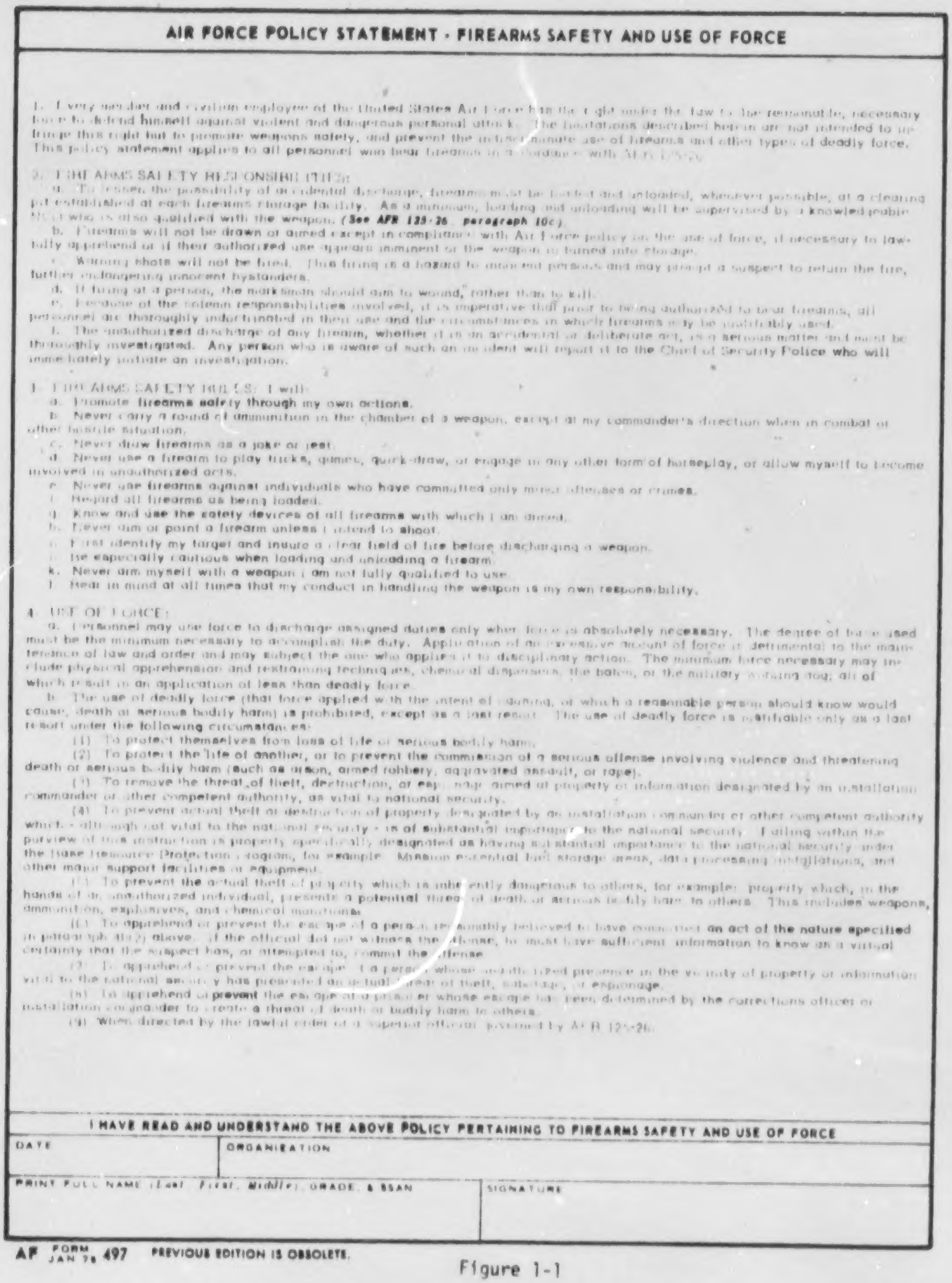
e. Protecting government property or funds.

f. Guarding military prisoners when authorized by applicable directives.

g. Required by additional directives to do so.

1-4. REQUIRED TRAINING AND INDOCTRINATION. Because of the solemn responsibilities involved, it is important that you be thoroughly indoctrinated in and understand the use of weapons prior to being authorized to bear firearms. Such indoctrination will include explaining to you what is justifiable use of force and the requirements of AFR 125-26 that will apply in performance of your duties.

A reading and explanation of AFR 125-26 along with any additional restrictions on the use of deadly force must be presented to you prior to your being armed.



AIR FORCE POLICY STATEMENT - FIREARMS SAFETY AND USE OF FORCE

1. Every member and civilian employee of the United States Air Force has the right under the law to use reasonable, necessary force to defend himself against violent and dangerous personal attack. The limitations described herein are not intended to infringe this right but to promote weapons safety, and prevent the indiscriminate use of firearms and other types of deadly force. This policy statement applies to all personnel who bear firearms in accordance with AFR 125-26.

2. FIREARMS SAFETY RESPONSIBILITIES:

a. To lessen the possibility of accidental discharge, firearms must be loaded and unloaded, whenever possible, at a clearing pit established at each firearms storage facility. As a minimum, loading and unloading will be supervised by a knowledgeable NCO who is also qualified with the weapon. *(See AFR 125-26, paragraph 10c)*

b. Firearms will not be drawn or aimed except in compliance with Air Force policy on the use of force, if necessary to lawfully apprehend or if their authorized use appears imminent or the weapon is turned into storage.

c. Warning shots will not be fired. This firing is a hazard to innocent persons and may prompt a suspect to return the fire, further endangering innocent bystanders.

d. If firing at a person, the marksman should aim to wound, rather than to kill.

e. Because of the solemn responsibilities involved, it is imperative that prior to being authorized to bear firearms, all personnel are thoroughly indoctrinated in their use and the circumstances in which firearms may be justifiably used.

f. The unauthorized discharge of any firearm, whether it is an accidental or deliberate act, is a serious matter and must be thoroughly investigated. Any person who is aware of such an incident will report it to the Chief of Security Police who will immediately initiate an investigation.

3. FIREARMS SAFETY RULES: I will:

a. Promote firearms safety through my own actions.

b. Never carry a round of ammunition in the chamber of a weapon, except at my commander's direction when in combat or other hostile situation.

c. Never draw firearms as a joke or jest.

d. Never use a firearm to play tricks, games, quick-draw, or engage in any other form of horseplay, or allow myself to become involved in unauthorized acts.

e. Never use firearms against individuals who have committed only minor offenses or crimes.

f. Regard all firearms as being loaded.

g. Know and use the safety devices of all firearms with which I am armed.

h. Never aim or point a firearm unless I intend to shoot.

i. First identify my target and insure a clear field of fire before discharging a weapon.

j. Be especially cautious when loading and unloading a firearm.

k. Never arm myself with a weapon I am not fully qualified to use.

l. Bear in mind at all times that my conduct in handling the weapon is my own responsibility.

4. USE OF FORCE:

a. Personnel may use force to discharge assigned duties only when force is absolutely necessary. The degree of force used must be the minimum necessary to accomplish the duty. Application of an excessive amount of force is detrimental to the maintenance of law and order and may subject the one who applies it to disciplinary action. The minimum force necessary may include physical apprehension and restraining techniques, chemical dispensers, the baton, or the military working dog; all of which result in an application of less than deadly force.

b. The use of deadly force (that force applied with the intent of causing, or which a reasonable person should know would cause, death or serious bodily harm) is prohibited, except as a last resort. The use of deadly force is justifiable only as a last resort under the following circumstances:

(1) To protect themselves from loss of life or serious bodily harm.

(2) To protect the life of another, or to prevent the commission of a serious offense involving violence and threatening death or serious bodily harm (such as arson, armed robbery, aggravated assault, or rape).

(3) To remove the threat of theft, destruction, or espionage aimed at property or information designated by an installation commander or other competent authority, as vital to national security.

(4) To prevent actual theft or destruction of property designated by an installation commander or other competent authority which - although not vital to the national security - is of substantial importance to the national security. Falling within the purview of this instruction is property specifically designated as having substantial importance to the national security under the Base Resource Protection Program, for example: Mission essential fuel storage areas, data processing installations, and other major support facilities or equipment.

(5) To prevent the actual theft of property which is inherently dangerous to others, for example: property which, in the hands of an unauthorized individual, presents a potential threat of death or serious bodily harm to others. This includes weapons, ammunition, explosives, and chemical munitions.

(6) To apprehend or prevent the escape of a person reasonably believed to have committed an act of the nature specified in paragraph 4b(2) above. If the official did not witness the offense, he must have sufficient information to know as a virtual certainty that the suspect has, or attempted to, commit the offense.

(7) To apprehend or prevent the escape of a person whose unauthorized presence in the vicinity of property or information vital to the national security has presented an actual threat of theft, sabotage, or espionage.

(8) To apprehend or prevent the escape of a prisoner whose escape has been determined by the corrections officer or installation commander to create a threat of death or bodily harm to others.

(9) When directed by the lawful order of a superior official governed by AFR 125-26.

I HAVE READ AND UNDERSTAND THE ABOVE POLICY PERTAINING TO FIREARMS SAFETY AND USE OF FORCE

DATE	ORGANIZATION
PRINT FULL NAME (Last, First, Middle), GRADE, & SSAN	SIGNATURE

AF FORM JAN 78 497 PREVIOUS EDITION IS OBSOLETE.

Figure 1-1

Each person authorized to bear arms must certify his understanding of this policy statement prior to being armed. This requirement is satisfied by each person signing an AF Form 497, "Air Force Policy Statement for Firearms Safety and Use of Force" (figure 1-1).

1-5. SELECTION OF PERSONNEL TO BE ARMED. Each commander must exercise great care in selecting personnel to be armed. Persons who are emotionally unstable or whose behavior indicates their being armed would be unwise, will not be selected. Equally important is the selection of personnel for duty in weapon storage rooms. Commanders must apply the same considerations for this duty as for arming individuals.

- Any time firearms are handled, there exists a possibility of accidental discharge. To reduce this possibility, firearms will be loaded and unloaded, when practicable, at a clearing pit established at each firearms storage facility. At all times this loading and unloading will be under the supervision of a noncommissioned officer.

- While performing your assigned duties, the provisions of AFR 125-26 will govern your use of the weapon with which you are armed. You will not fire warning shots to effect apprehension of suspect persons. WARNING SHOTS endanger lives of innocent bystanders and in addition, may prompt a suspect to return fire, further endangering innocent bystanders.

- Weapons will not be drawn or aimed except in compliance with Air Force policy regarding the use of force (AFR 125-26), when necessary to effect a lawful apprehension, or when their authorized use appears imminent (such as challenging at raised pistol or searching an area known to contain armed and dangerous suspects).

1-6. USE OF FORCE. Use of force by Security and Law Enforcement personnel is authorized only as necessary to accomplish the assigned mission. The degree of force required is determined by the situation and circumstances. Only an extreme necessity justifies the taking of a human life.

- The use of deadly force, which if used would create a substantial probability of causing death or serious bodily harm, is prohibited, except as an absolute last resort. In other words, a person is authorized to use deadly force ONLY when lesser means fail or cannot reasonably be applied. Whenever feasible, aim shots to disable rather than to kill. Further, deadly force may be used only to:

1. Protect law enforcement or security personnel from loss of life or serious bodily harm.

2. Protect the life of another person.

3. Prevent the commission of a serious offense involving violence and threatening death or serious bodily harm, such as arson, armed robbery, aggravated assault, or rape.

4. Prevent the loss of or damage to property or information designated by a commander or other competent authority as vital to national security.

5. Prevent the loss of or damage to property or information which, though not vital to national security, is of substantial importance to the security of the nation. This includes only major items such as government vehicles, weapons, ammunition, and the like. Personal property or items of relatively small value such as clothing, rations, or bicycles are not included.

6. Prevent the escape of a prisoner designated as requiring maximum custody.

1-7. ISSUE AND CONTROL. The issuance of all firearms will be controlled by receipt which shows the type of firearm, caliber, name of manufacturer, serial number, printed name and signature of the person to whom the weapon was issued and the date issued.

The AF Form 629, "Small Arms Hand Receipt," will be used by personnel who require daily or frequent use of firearms.

All other issues of firearms will be recorded on an AF Form 1297, "Temporary Issue Receipt," or an AF Form 601b, "Custodian Request/Receipt."

Use of privately owned firearms in performance of official duties is prohibited by AFR 125-26.

Chapter 2

WEAPONS SAFETY

2-1. INTRODUCTION. This chapter contains safety practices generally applicable to all weapons and range safety requirements established for marksmanship training. The safety of personnel is the first concern of everyone during any activity involving the use of weapons. Safety regulations have been established to minimize the possibility of accidents. Personnel handling and firing weapons must be familiar with these safety rules and others covered by regulations and field and technical manuals.

You are responsible for your own safety and that of other personnel around you. Enforcement of safety regulations and correction of safety infractions are your obligations.

2-2. SAFETY PRECAUTIONS.

a. Treat every weapon as if it were loaded until you have personally proven otherwise.

b. Do not accept a weapon as being cleared unless you personally inspect it.

c. Always carry the weapon so that you can control the direction of the muzzle, even if you stumble. Keep the safety on, if applicable, until you are ready to fire.

d. Always be sure that the barrel and action are clear of obstructions and that the ammunition is of proper size.

e. Remove all excess oil and grease from the chamber and barrel daily.

f. Avoid alcoholic drinks before and during firing activities. Additionally, certain drugs and medications may temporarily impair sight and reflexes.

g. Avoid all horseplay while handling a weapon.

h. Never point a weapon at anything you do not intend to shoot.

i. Be sure of your target before you pull the trigger.

j. Unload unattended weapons and store ammunition separately.

2-3. RANGE PROCEDURES. Prior to firing, all individuals, including range personnel, will be informed of the safety limits of the range.

a. Each weapon will be inspected by an officer or NCO prior to firing to insure there is no obstruction in the bore. Upon completion of firing, each weapon will be cleared.

b. Except when being used to conduct live or dry fire exercises, all weapons will have the bolt open and safety on.

c. When an unholstered weapon is carried on the range, the muzzle will be pointed into the air and downrange.

d. Smoking is not permitted on the firing line or near ammunition.

e. Running is not permitted on the range.

f. Never pick up or handle a weapon until told to do so.

g. Never load a weapon until told to do so.

h. Listen and promptly obey all firing commands.

i. Personnel will not move forward of the firing line until given clearance by the range NCOIC.

j. If you observe an unsafe condition during firing exercises, you will immediately give the command "CEASE FIRE." When this command is given, it will be relayed immediately to the control officer who will command "CEASE FIRE."

k. Your weapon will be cleared prior to being taken off the range and an inspection for brass and ammunition will be conducted.

NOTE: The range safety procedures explained herein are applicable to ranges under the control and operation of the Department of Security Police Training only. However, these procedures may be used elsewhere.

Chapter 3

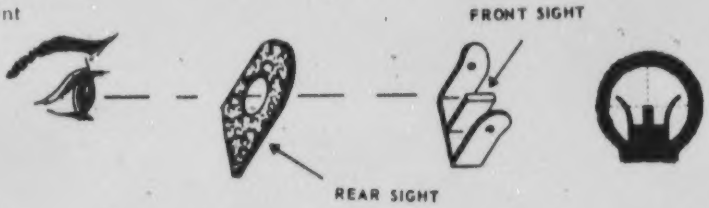
MARKSMANSHIP FUNDAMENTALS

3-1. INTRODUCTION. The foundation upon which good marksmanship is built is preparatory training. To be proficient, you must be able to detect targets, determine the ranges to targets, and hit the targets when you fire at them. The factors affecting your ability to fire and hit the target are relative constant. Essentially, you must be able to assume a firing position which enables you to hold the weapon in such a manner that you and your weapon form a single, steady unit. You must know how to correctly aline your weapon on the target, and you must be able to fire your weapon without disturbing this alignment. The skills needed to accomplish these requirements are known as marksmanship fundamentals.

3-2. THE INTEGRATED ACT OF SHOOTING. The integrated act of shooting is the application of the skills necessary to fire a rifle accurately. The components of the integrated act of shooting are aiming and steady hold.

a. AIMING. In aiming, you are concerned with correctly pointing your rifle so the bullet will hit the target when you fire. To do this, you must have the rear sight, the front sight, and the target or aiming point in their proper relationship — known as sight picture. Correct sight picture is obtained when the sights are properly alined and the aiming point is in the correct relationship to the front sight. Sight picture includes two elements: Sight alignment, and placement of the target or aiming point. See Figure 3-1.

Sight Alignment



Aiming Point

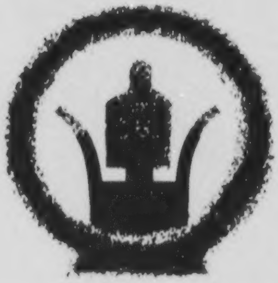


Figure 3-1. Sight Alignment-Aiming Point Relationship.

(1) Sight alignment. To obtain correct sight alignment, the sights are alined so that the top center of the front sight post appears to be exactly in the center of the rear sight aperture. If an imaginary horizontal line is drawn through the center of the rear sight aperture, the top of the front sight post will appear to touch this line. If an imaginary vertical line is drawn through the center of the rear sight aperture, the line will appear to bisect the front sight post.

(2) Placement of the target or aiming point. The aiming point is correctly placed when it is centered on and tangent to the top of the front sight post. An imaginary vertical line drawn through the center of the front sight post will appear to cut the aiming point in half.

(3) Importance of sight alignment. At some point in your marksmanship training, you may experience difficulty in hitting the target because of errors in aiming. The trouble may be either incorrect sight alignment or improper place of the aiming point. If you understand the principles of aiming, you will rarely commit both errors simultaneously. The reason for this lies in the inability of the firer's eyes to focus on two objects at different ranges at the same time. If the firer focuses his eye on the aiming point, the rifle sights will appear hazy and indistinct; therefore, the problem is whether sight alignment or placement of the aiming point is of the greater importance to you. An error in either will cause the bullet to miss the aiming point. However, a sight alignment error results in a miss that grows proportionately greater as the range to the target increases. On the other hand, an error in the placement of the aiming point causes a miss that remains constant regardless of the range. If the error was due to sight alignment, the bullet could miss a man-size target by as much as several feet, depending on the range. Sight alignment, then is more important than the placement of the aiming point.

(4) To insure the correctness of sight alignment the eye must be focused on the front sight post at the instant you fire. However, the aiming point cannot be ignored, so the firer must alternate the focus of his eye between the aiming point and his front sight post. Initially, you should focus on the front sight post and properly aline your sights. Then shift your focus to the aiming point to complete the sight picture. Then as you squeeze the trigger, the focus of your eye is on the front sight post, thus insuring correct sight alignment as the rifle fires.

(5) Location of the eye in relation to the rear sight aperture. When firing you should position your eye close to the rear sight aperture without straining the muscles of the neck. You will be able to see more of the target area the closer your eye is to the aperture.

b. STEADY HOLD. Steady hold is the technique of holding the weapon as steady as possible while obtaining a sight picture and firing. There are eight factors which affect holding a weapon steady. These factors are basically the same for all firing positions; however, the precise manner in which they are applied differ only slightly with the various firing positions. As discussed below, the steady hold factors will be as they apply to the semiautomatic firing positions.

NOTE: All descriptions are for a right-handed shooter. Left-handed personnel reverse the positions described for hands and feet.

(1) Grasp of the left hand. The rifle should rest in the V formed by the thumb and the forefinger of the left hand. The grip on the handguard should be relaxed but at the same time, exert a slight pressure rearward. The handguards are gripped at a point which suits both the conformation of your body and the location of the target. If the target is high, the left hand is moved closer to your body, thereby raising the muzzle of the weapon. Conversely, if the target is low, the left hand is moved forward, causing a corresponding drop in the muzzle of the weapon. The left wrist should be as straight as possible, and the left elbow directly under the receiver of the weapon, or as close to this position as the conformation of your body will permit.

(2) Rifle butt in the pocket of the shoulder. You must place the butt of the stock firmly into the pocket formed in your right shoulder. The proper placement of the butt of the stock lessens the effect of recoil, helps steady the weapon, and prevents the butt of the stock from riding up on the shoulder.

(3) Grip of the right hand. The right hand grasps the pistol grip so that it rests in the V formed by the thumb and forefinger. The forefinger (trigger finger) is placed on the trigger so that daylight shows between the side of the stock and the finger. The reason daylight is needed is so a straight rearward pressure may be applied to the trigger. The remaining fingers are wrapped tightly around the pistol grip. A firm rearward pressure must be exerted by the right hand to keep the butt of the stock in its proper position in the pocket of the shoulder, and secure enough against the shoulder to minimize the effects of recoil.

(4) Right Elbow. The location of the right elbow is important because it provides balance to your position. Correct positioning of the right elbow helps to form a pocket in the shoulder for the butt of the stock. The exact location of the right elbow varies in each firing position and is described in the explanation of the firing position.

(5) Relaxation. You must learn to relax as much as possible in the various firing positions. Undue muscle strain or tension causes trembling which is transmitted to the weapon. If you find that a particular position causes excessive strain, you should vary the position slightly until the cause of the strain has been eliminated. You must relax to determine your natural position. This is accomplished by relaxing when in position and checking to see if the sight picture is correct. If the sight picture is not correct, move your body until a relaxed position and the desired point of aim are achieved. Muscle tension should not be used to hold the weapon in the semiautomatic position.

(6) Stock Weld. The stock weld has two functions. First, by placing your cheek against the same place on the stock each time you fire, your eyes are in the same relationship with the sight, assuring a consistent sight picture and accuracy. Secondly, by placing your cheek firmly against the stock, the weapon and your head recoil together reducing the amount of time required to recover the aim between shots.

(7) Breathing. If you continue normal breathing while aiming and firing the rifle, the movement of your chest will cause a corresponding movement of the rifle. This will cause your shot group to be verticle (up and down) on your target. To avoid this, you must hold your breath for the few seconds required to aim and fire the rifle. Breathe normally while establishing proper sight alignment, and when the sight is in the proper position on the aiming point, hold your breath. In this manner, you can maintain proper relaxation without exerting any muscle tension to move the rifle to the aiming point. From this position, apply pressure on the trigger until the weapon fires. You should not hold your breath for more than approximately 10 seconds; otherwise, your vision may begin to blur, and lung strain may cause muscular tension.

(8) Trigger control. Trigger control is the independent action of the trigger finger (forefinger) on the trigger. The trigger finger should contact the trigger at some point between the fingertip and the first joint of the finger. The trigger finger must be brought straight to the rear with a slow, smooth, steady pressure without pushing or pulling to the side. The trigger finger must not touch the side of the weapon as this will cause pressure to be applied at a slight angle rather than straight to the rear. Side pressure on the rifle, no matter how slight, will tend to pull the sights off the aiming point. Correctly applied pressure on the trigger causes no movement on the rifle barrel. Trigger control is one of the most important of the steady hold factors and without its proper application, the other marksmanship skills are practically useless.

(9) Follow through. Follow through is simply "keeping your eye on the front sight during the recoil of the weapon." If you're watching an object and it moves, your eye will follow it. So if your eye doesn't follow the front sight during recoil, chances are you didn't have proper sight alignment because you were watching the target before you fired.

3-3. CALIBER .38 REVOLVER. The Smith & Wesson Caliber .38 Revolver was designed and developed as the standard handgun for the United States Air Force. It is extremely accurate for close-in protection and handles easily. The revolver is a six-shot, breach-loading, cylinder-fed, handgun, capable of firing single or double action. The cylinder rotates counterclockwise (the top edge of the cylinder moves from right to left). To fire the weapon single action, the steps of cocking and firing are performed separately; while in double-action firing, squeezing the trigger performs both operations. You should treat the revolver as if it were loaded until you have PERSONALLY proven otherwise. Keep it pointed in a safe direction. Also, never accept a weapon as clear until you have cleared it yourself. Even though you observe someone clearing the weapon, don't take his word for it. Do it yourself! The number of persons killed or wounded by supposedly UNLOADED weapons increases each year. Don't be one to add to it.

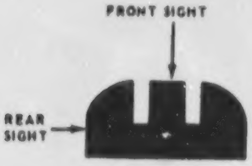


Figure 3-2. Correct Sight Alignment.

a. SIGHT ALIGNMENT. Sight alignment or aiming is placing the front and rear sights of the revolver into into correct alignment with the eye. For correct sight alignment the firer must center the front sight in the rear sight and raise or lower the front sight so that the top is level with the top of the rear sight. See figure 3-2.

Correct sight alignment is essential for accuracy, particularly with the revolver because of the short sight radius. For example, if a 1/10-inch error is made in aligning the front sight in the rear sight, the bullet will miss the point of aim by approximately 15 inches at 25 meters. The 1/10-inch error in sight alignment magnifies itself as the range increases. At 25 meters it is magnified 150 times.

b. SIGHT PICTURE. A sight picture is the pattern of the revolver sights in relation to the target as seen by the firer when he aims the weapon. A correct sight picture consists of the correct sight alignment with the geographical center of the target centered above and appearing to touch the top of the front sight (figure 3-3). When aiming, the eye cannot focus on three objects (rear sight, front sight, target) at different ranges. To insure the correctness of sight alignment the eye must be focused on the front sight at the instant you fire. However, the target cannot be ignored, so you must alternate the focus of your eye between the target and your front sight. Initially, you should focus on the front sight and properly align your sights. Then shift your focus to the target to complete the sight picture. Finally, as you squeeze the trigger, you again shift the focus of your eye to the front sight, thus insuring correct sight alignment as the weapon fires. With correct sight alignment, the strike of the bullet will be on target even if the sight picture is partially off the center but still in the geographical center. Since it is impossible to hold the weapon perfectly still, you must understand that you must apply trigger squeeze and maintain correct sight alignment while the weapon is moving in and around the geographical center of the target.

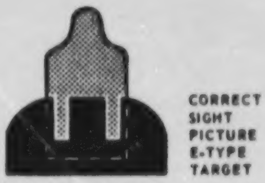


Figure 3-3. Correct Sight Alignment and Sight Picture.

c. SIGHT CORRECTIONS. Sight corrections, which consists of windage and elevation adjustment, are made on the rear sight.

(1) The elevation screw sits on top of the sight. Turning it into the receiver lowers the strike of the bullet while extracting the screw from the receiver raises the strike of the bullet. Each click is worth 1 inch at 50 meters.

(2) The windage screw is located on the right of the rear sight. Turning the screw to the right (clockwise) will move the strike of the bullet to the right. Turning it to the left (counterclockwise) will move the strike of the bullet to the left. Each click is worth 1 inch at 50 meters. See figure 3-4.

d. SAFETY DEVICE. The safety device on the revolver is the hammer block. The hammer block is a projection on the lower portion of the hammer which rests against the upper surface of the rebound slide and prevents the hammer striker from striking the primer unless the trigger is to the rearmost position. The weapon cannot discharge by striking the hammer or dropping the revolver.

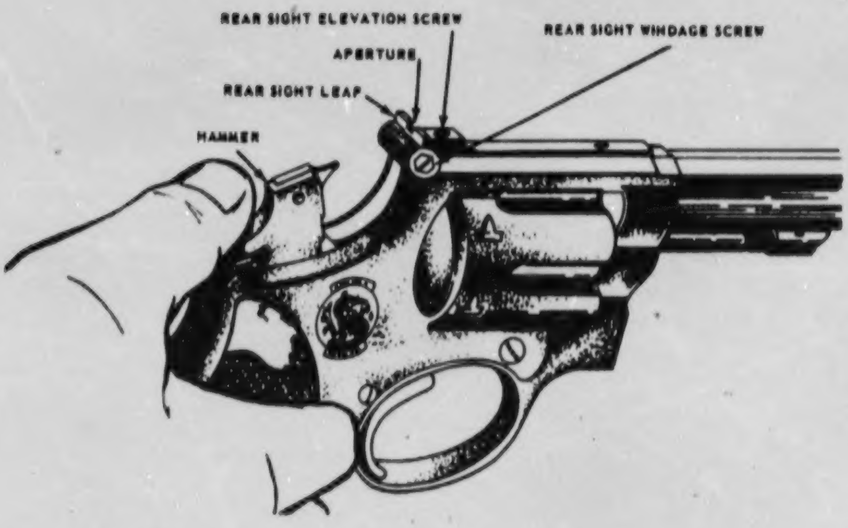


Figure 3-4. Rear Sight Windage and Elevation Adjustment Screws.

e. FUNCTIONING. The cycle of operation with the revolver is much the same as with any manually operated weapon. In double-action firing, you pull the trigger to the rear which cocks the hammer. When the hammer reaches its rearward most position, and pressure is maintained on the trigger, the hammer will fall, causing the hammer nose to strike the primer; the exploding primer ignites the powder; the burning powder creates gas which propels the projectile from the casing down and out of the barrel. Releasing of pressure on the trigger causes the hammer nose to be withdrawn from the frame. Single-action firing differs in that you manually cock the hammer first and then apply pressure to the trigger. All other steps are identical.

f. JERKING. Jerking is the spasmodic reaction of the trigger finger, often caused by the shooter's effort to shoot well. That is, the instant he aligns his sights and sees a good sight picture, he jerks the trigger, hoping the bullet will clear the muzzle before he interrupts his sight picture. No matter how quickly he jerks the trigger, the violent movement interrupts his sight alignment and will cause the muzzle of the weapon to move down and to the left for a right-handed shooter and down and to the right for a left-handed shooter.

g. HEELING. Heeling is the pushing of the hand into the weapon just before it fires, causing the muzzle of the weapon to move up and to the right for right-handed shooters and up and to the left for left-handed shooters.

h. MALFUNCTIONS. Most malfunctions of the revolver can be prevented by proper care and cleaning before and after firing. A malfunction is a failure of the weapon to function satisfactorily. Malfunctions are classified as defects in the weapon that normally do not cause a break in the cycle of operation.

i. STOPPAGES. A stoppage is any unintentional interruption in the cycle of operation. If the revolver stops firing through no fault of the firer, or an attempt to fire is made and the weapon does not fire, a stoppage has occured.

j. GRIP. The revolver must act as an extension of the hand and arm and mentally takes the place of the finger in pointing toward an object. To accomplish this a firm, uniform grip must be applied to the revolver. The revolver is gripped tightly, then the grip is relaxed slightly. At this point, the firer is applying the necessary pressure for a solid grip. With practice, the same amount of pressure will be applied each time the firer assumes his grip. The amount of pressure used in gripping the weapon helps to maintain a locked wrist. If the wrist is held in a loose manner, the natural alignment of pointing the weapon or forefinger will not be accomplished.

3-4. ENGAGING MOVING TARGETS. Unless you have specific orders to the contrary, targets are engaged as soon as they are detected. In the case of enemy personnel, there are essentially three types of target situations which confront you: a stationary target, a rapidly moving target, or a slowly moving target.

a. A stationary target can be engaged using reference or aiming points. Since a stationary target normally is in a concealed position, engaging it is usually as much a problem of target detection as it is of marksmanship.

Although there are less detection problems involved in locating moving targets, the movement itself complicates the selection of an accurate aiming point. Unless the enemy is completely unaware of your presence, he normally will move by rushes from one covered or concealed position to another. While making the rush, the enemy soldier presents a rapidly moving target. However, for a brief moment as he begins and ends the rush the movement is usually slow. The reason for this is that a few steps are needed to gather momentum to begin the rush, and by the same token, a few steps are required to slow down to avoid overrunning the new position. It is at either of these two moments that a moving target is most vulnerable to aimed rifle fire.

b. A target moving directly toward you can be engaged in the same manner as a stationary target. However, to hit a target moving laterally across your front, you must aim far enough in advance of the target so the bullet will meet the target (figure 3-5).

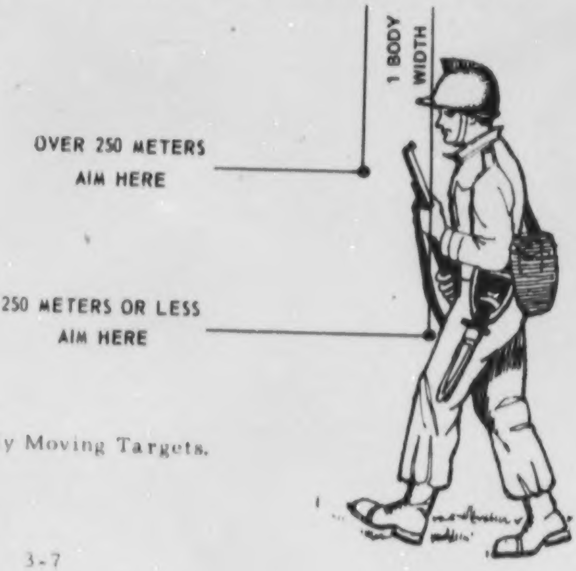


Figure 3-5. Engaging Laterally Moving Targets.

To hit a man walking laterally at ranges of 250 meters or less, aim at the forward edge of the body. For ranges beyond 250 meters, select an aiming point approximately one body width in front of the target. If the target is running, these target leads are doubled. That is, at ranges of less than 250 meters, aim approximately one body width in front of the target.

> NOTE: For targets moving either away from or toward you at an oblique angle the same rule for leads on lateral moving targets will apply.

3-5. NIGHT VISION. You can see much more in the dark than you realize. However, to take maximum advantage of this ability, you must understand how your eyes are constructed and how to use them to see best under conditions of poor visibility.

a. Certain parts of your eyes correspond to parts of a simple camera (figure 3-6). The lens focuses light entering the eye just as does the lens of a camera.

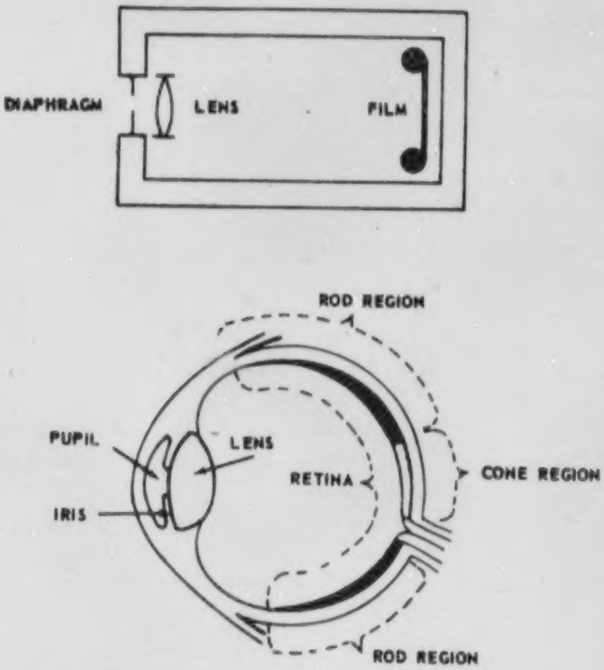


Figure 3-6. Eye-Camera Comparison.

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(1) The iris corresponds to the diaphragm of a camera, opening and closing to regulate the amount of light entering the eye through the pupil.

(2) The retina corresponds to camera film. Light rays strike the retina, form an image, and cause an impression to be transmitted to the brain through the optic nerve. The brain tells us what we see. In a camera, the image is formed and fixed on the film.

(3) The retina is composed of cone cells and rod cells, so called because of their shapes.

(a) Cone cells enable you to see color, shape, and sharp contrast. A great deal of light is required to activate them and they are blind during periods of low illumination. For this reason, they are your day eyes. The cone cells are concentrated in the cone region, directly behind the lens, and decrease in number with distance from the center of the cone region.

(b) Rod cells produce a chemical substance called visual purple which makes them active in darkness or periods of low illumination. They are your night eyes. Rod vision enables you to distinguish black, white, and shades of gray and to distinguish general outlines. Most of the rod cells are in the area of the retina around the cone region. A few are in the cone region.

Visual purple is chemically related to vitamin A, and a serious lack of vitamin A impairs your night vision. However, excessive amounts of vitamin A will not necessarily improve your night vision. Colds, headaches, fatigue, narcotics, heavy smoking, and excessive use of alcohol reduce your ability to see at night. Exposure to bright lights for extended periods impairs both day and night vision.

3-6. USE OF NIGHT VISION. Using your eyes effectively at night requires the application of the principles of night vision—dark adaptation, off-center vision, and scanning.

a. Dark Adaptation means allowing your eyes to become accustomed to low levels of illumination. It takes about 30 minutes for the rod cells to produce enough visual purple to activate them and enable you to distinguish objects in dim light. This may also be accomplished by staying in a red-lighted area, or by wearing red goggles for 20 minutes, followed by 10 minutes in darkness (to allow the pupils to open wide). This method may save valuable time by allowing you to be in lighted areas to receive orders, check equipment, or perform some other function before moving into darkness.

b. Off-Center Vision is the technique of keeping your attention focused on an object without looking directly at it. When you look directly at an object, the image is formed on the cone region which is not sensitive at night. When you look slightly to the left, right, above, or below an object, the image is formed on the area of the retina containing rod cells which are sensitive in darkness. The most sensitive area varies in individuals, but usually is found by looking 6° to 10° away from an object (figure 3-7). In effect, you look out of the corner of your eye.

c. Scanning is using off-center vision to observe an area or an object. When you use rod vision, the visual purple in the rod cells being used bleaches or blacks out in 4 to 10 seconds and the object observed disappears. As the visual purple in the rod

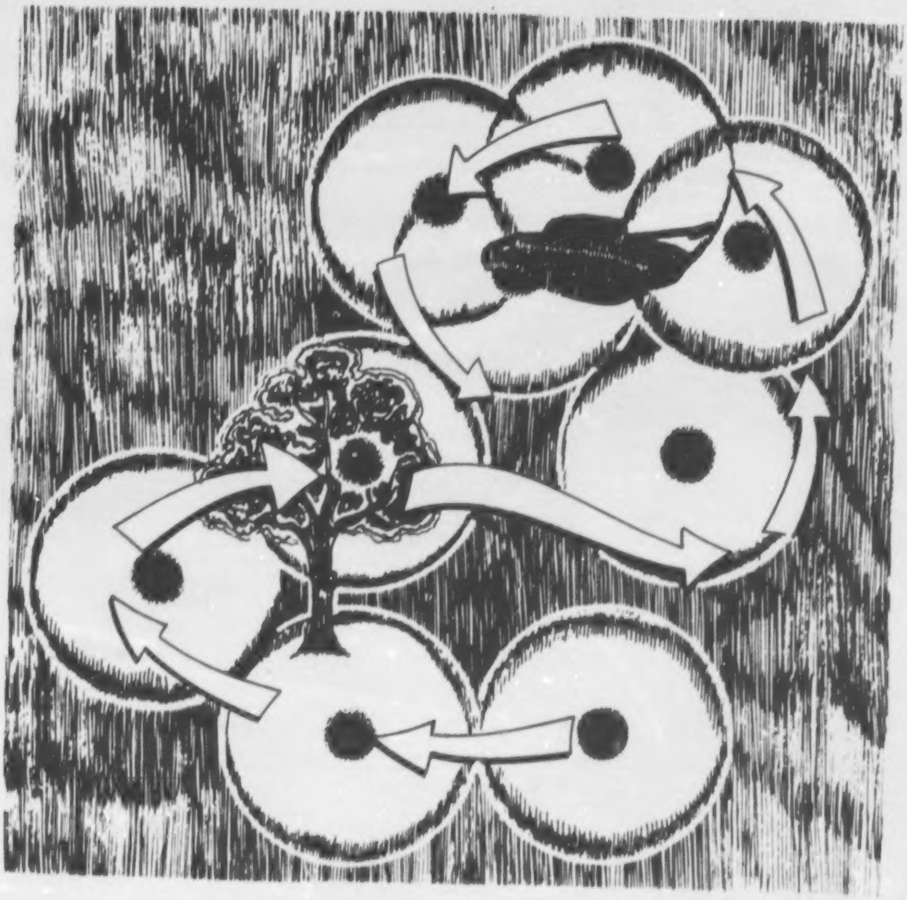

Figure 3-7. Night Vision Techniques.

cells in one area bleaches out, you must shift your eyes slightly so fresh rod cells are used. Move your eyes in short, abrupt, irregular movements over and around your target. Concentrate your attention on the target, but do not look directly at it. Pause a few seconds at each point of observation because your eyes cannot see while in motion.

> NOTE: Night vision is quickly destroyed if bright light is allowed to enter the eye. If this cannot be avoided, such as when you must enter a lighted area or observe in a temporarily lighted area, close and cover one eye to preserve the night vision in that eye. When the light

goes away, or you leave the lighted area, the night vision retained in your protected eye enables you to see until the other eye becomes adapted to the darkness.

Confidence is very important. You usually use your eyes where there is plenty of light so you are used to sharp outline and little or no color. You must believe what your eyes tell you. Gain confidence by faithful practice in using the principles of night vision.

3-7. NIGHT FIRE TECHNIQUES. Firing a rifle at night is similar in many respects to firing during the daytime. With the single exception of "stock-weld," the steady hold factors of marksmanship fundamentals apply equally as well at night as during the day. Although target detection and weapon alignment can be a problem during the day, the absence of light makes these two techniques even more difficult at night. The technique of night firing is a pointing method looking over the top of the barrel with your head held high and both eyes open during all conditions of visibility.

a. HOLD THE HEAD HIGH. If the head is held close to the rifle (such as in daytime firing), the rifle will tend to block your view of the target area. By raising your head so your eyes are well above the weapon, your field of vision is increased and sharpness of detail is improved.

b. KEEP BOTH EYES OPEN. By keeping both eyes open and applying the principles of night vision you use your "night eyes" to their full potential and have maximum visual coverage of the target area. Another important consideration is that depth perception depends to a great extent on the use of both eyes.

c. POINT TECHNIQUES. A natural pointing technique is used to align the rifle on the target. The sights cannot normally be seen at night and any attempt to use them in the conventional manner will usually cause you to lose sight of the target. The pointing technique can be applied to any position.

3-8. POSITIONS. To assume a correct firing position at night, you assume the position just as you would during the daytime. However, once in position, you must make the following changes:

a. Raise your head high above the rifle. A good technique is to rest your chin on the comb of the stock. This serves two purposes: first, it insures that your eyes are well above the rifle, and second, it assists you in obtaining correct horizontal alignment on the target. If you place your chin on either side of the stock, you will have a tendency to pull the muzzle of the rifle to the right or left to intersect your line of sight to the target. Keep both eyes open at all times.

b. Make a bold depression of the muzzle of the rifle. You will have a natural tendency to raise the muzzle until it intersects your line of sight to the target. This will cause the bullet to pass over the target. A method of avoiding this error is to slide your hand slightly forward just prior to aligning the rifle on the target. This action forces the muzzle to drop.

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Chapter 4

RANGE DETERMINATION

4-1. INTRODUCTION. Range determination is the process of finding the distance between your position and your target. All personnel must know how to determine the distance from their position to the enemy so--

a. Targets can be designated or located.

b. The riflemen can adjust their point of aim when using the battle sight setting.

c. Grenadiers can place the proper sight setting on their weapons.

4-2. METHODS. Range can be determined by such means as measuring on maps or with range finders. In combat, the methods most frequently used are the 100-meter unit of measurement, the appearance of objects and the flash and sound method, the latter being particularly useful at night. To become fully proficient, practice all methods on varied terrain and under various conditions of light and weather so you can learn how these conditions affect your estimates.

a. THE 100-METER UNIT OF MEASURE METHOD. To use this method, you must be able to visualize a 100-meter distance on the ground. With this unit in mind, you can mentally determine how many of these 100-meter units there are between your position and the target. In training, estimates should be checked by pacing off the distance (the average man takes about 130 steps per 100 meters). Constant practice in applying the 100-meter unit of measure is essential. This method is used for ranges up to 500 meters.

(1) For ranges from 500 to 1000 meters, you select a point halfway to the target, determine the range to the halfway point by applying the 100-meter unit of measure, then double the estimate. This method of range determination is not accurate beyond 1000 meters.

(2) Certain types of terrain will affect the appearance of 100-meter units of measure. On terrain that slopes upward toward the target, 100 meters appears longer than on level terrain. On ground that slopes downward toward the target, 100 meters appears shorter than on level terrain.

b. APPEARANCE OF OBJECTS. Without realizing it, you use this method in everyday life. Before passing another car on the highway, you estimate the distance to oncoming vehicles to determine if it is safe to pass. Your estimate is not in meters, but in terms of road space and is based on your knowledge of the appearance and apparent size of vehicles at varying distances. You can apply the same method to estimating distance in meters. Study the appearance of men and objects at various distances until details of size and appearance are firmly fixed in your mind.

c. FLASH AND SOUND. Sound travels through the air at a fairly constant rate of speed, about 330 meters per second (1,100 feet). This makes it possible to estimate distance if you can see and hear the action.

(1) When you see the flash or smoke of a weapon, or the dust it raises, immediately start counting a rate of three counts per second. Stop when you hear the report of the weapon. The number you are counting when you stop is the approximate distance to the weapon in hundreds of meters. If you stop on the number three, the distance is about 300 meters. If you count eight before you hear the report, the distance is about 800 meters.

(2) Practice counting at three counts per second. This can be done with blank ammunition fired at known distances or by having someone time you while you count. When it is necessary to count higher than nine, start over again. Counting higher numbers throws your timing off. When counting at the correct rate, you count to nine five times in 15 seconds. Practice until your timing is correct.

Chapter 5

CARE AND CLEANING

5-1. INTRODUCTION. A clean, properly lubricated and maintained weapon, loaded with clean ammunition, will fire when needed. To keep a weapon and ammunition in good condition it must have daily care and cleaning. Under bad weather conditions certain key parts of weapons and ammunition may need care and cleaning several times a day. Your weapon will be only as good as the care that you give it. Rust and dirt will cause more wear than firing and more weapons become unserviceable through lack of care and cleaning than for any other reason. Generally speaking, the cleaning requirements for all weapons with which you will be associated are basically the same. However, certain weapons have special cleaning requirements and these are explained in the volume specified for that particular weapon.

5-2. CLEANING MATERIALS.

a. Bore Cleaner (cleaning compound, solvents) is provided for cleaning the bore of your weapon after firing. It may be placed in the bore of your weapon and left there for several hours before you can clean the weapon and apply a preservative oil. This material has rust preventive properties. After using bore cleaner, dry the bore and apply a thin coat of preservative lubricating oil. Bore cleaner freezes at temperatures below minus 20° F. If thawed bore cleaner is used, shake it well before using.

b. Soap and water is used for cleaning the bore when bore cleaner is not available. Warm water alone is good but warm soapy water is better. After using soap and water, dry the bore thoroughly and apply a thin coat of light preservative lubricating oil.

c. Volatile mineral spirits, paint thinner and dry cleaning solvents (SD) are noncorrosive solvents used for removing grease, oil, or light rust preventive compounds for weapons.

CAUTION

Do not use solvents near an open flame because they are highly flammable. Use rags to apply solvent to larger parts and use as a bath for smaller parts. Clean all surfaces and immediately dry them thoroughly with clean rags. Oil the parts and avoid leaving finger marks since perspiration contains corrosive acids.

d. Decontaminating agents are used under special conditions to remove agents following CBR attacks.

e. **Lubricants.**

(1) LSA(MIL-L-46000A) lubricating oil is superior to special preservative lubricating oil (LAW) for small arms exposed to salt water atmosphere. It is heavier and possesses better preservative characteristics which make it useful for coating all parts of the weapon in the salt water atmosphere. Use it in preference to LAW when weapons are to be exposed to salt water and temperatures above zero (0°F.).

(2) Special preservative lubricating oil (LAW) is a thin oil used for lubricating at temperatures below zero (-0°F.), and for providing temporary protection against rusting.

(3) Engine oil (SAE 10) may be used when LSA and LAW cannot be obtained. In cold weather, any oil as heavy as this causes sluggish operation and may prevent the weapon from working properly. This oil does not possess the rust preventive properties of preservative lubricating oils. When engine oil is used, the weapon must be examined, cleaned and reoiled frequently.

f. **Preservatives.**

(1) Medium rust-preventive compound is issued for protection of the metal parts for long periods while the weapons are boxed or in storage. Warm it before application.

(2) Raw linseed oil is a vegetable oil used to prevent the drying of the wooden parts and preserve them.

5-3. CLEANING REQUIREMENTS WHEN NO FIRING IS DONE. Weapons should be inspected daily to insure proper cleanliness. Clean the bore with patches/rags. Run a clean dry patch/rag through the bore several times making sure the patch/rag goes all the way through before reversing the direction. Repeat this several times, using a clean patch each time until the patch comes out clean. Then dip a clean patch in preservative lubrication oil, squeeze out the excess oil and run the patch through the bore several times.

CAUTION

Avoid careless use of cleaning rods (etc.) to prevent damage to the muzzle and other parts of the weapon. Clean the small screw heads and all recesses with a small brush. Clean the metal parts with a dry cloth and wipe with an oil dampened cloth to provide a protective finish.

CAUTION

Never put oil, solvent or metal preservatives on any part of any weapon that is not metal. After cleaning your weapon, do not use a muzzle plug or cover. They cause moisture to collect and result in rust. There is always the possibility and danger of forgetting to remove the plug before firing.

5-4. CLEANING BEFORE FIRING. Before firing take the following steps to make sure your weapon will function properly.

a. Field strip it.

b. Clean the bore and chamber. Don't oil them.

c. Clean thoroughly all metal parts which do not come into contact with the ammunition and put a light coat of oil on them. Use LSA or LAW depending on the climate and temperature.

5-5. CLEANING AFTER FIRING. After you have fired, your main concern is to keep your weapon from becoming rusty. The deposits left after firing consist mainly of primer fouling, powder ashes, metal fouling and carbon. Since these deposits may collect moisture and promote rust, they must be removed. Bore cleaner removes all the deposits except metal foulings. Metal fouling is not common. It is removed only by weapons maintenance personnel.

a. Clean the bore of your weapon thoroughly, preferably immediately after firing and certainly no later than the evening of the day of firing. Do not oil! The bore and chamber are cleaned the day of firing and for the next 3 days thereafter. After the third day of cleaning, put a light coat of oil in the bore and chamber.

b. Clean all other metal parts and exterior surfaces to remove dampness, dirt and perspiration. Oil all metal parts lightly with preservative lubricating oil.

5-6. CLEANING DURING COMBAT. There are no basic differences in cleaning your weapon during combat except:

- The weapon may get more severe treatment.
- Conditions for maintenance may be much more difficult.
- Issued materials for cleaning may be partially or completely lacking.

a. Extremely Hot Climates. In hot climates, the thin film of oil necessary under normal conditions will be quickly dissipated. Inspect weapons frequently, renew oil film as often as necessary to prevent rusting and assure the weapon is ready for firing. Clean weapons frequently and remove grit or dust which sticks to oiled surfaces. Keep weapons covered as much as possible. Perspiration from the hands is a contributing factor to rusting, because perspiration contains acid. When handled, weapons should be wiped dry frequently and the oil maintained.

When the humidity is high, take special care to inspect unexposed surfaces such as the bore, chamber, and similar places where rusting might occur and not be noticed. Watch screws and pins to prevent rust attacking and freezing them in place.

b. Hot Dry Climates. Clean the weapon daily (more frequently if necessary). In sandy or dusty areas, keep the weapon free of oil to prevent sand and dust from collecting on moving parts.

In sandy and dusty areas, the more oil on your weapon, the greater the chance of malfunction. Therefore, lubrication should be confined to moving parts and contacting surfaces and should be as light as possible to insure proper functioning of the weapon. Remove all excess oil from the bore and chamber before firing.

c. Cold Climates Below Freezing. The moving parts of your weapon must be kept absolutely free of moisture. Excess oil on the working parts will solidify to such an extent as to cause operation to be sluggish or complete failure.

(1) The weapon should be disassembled and completely cleaned with volatile mineral spirits, paint thinner or dry cleaning solvents before use in temperatures below 32°F. The working surfaces of parts which show signs of wear may be lubricated by rubbing with a cloth which has been wetted in LAW: other parts are left dry.

(2) When weapons are brought indoors, they should be allowed to come to room temperature. Moisture will condense on the cold surfaces. Disassemble the weapon and wipe it completely dry. Oil with LAW. This condensation may be avoided by providing a cold place in which to keep the weapons when not in use. When weapons reach room temperatures, they should be cleaned and oiled again.

(3) To obtain maximum efficiency from your weapon, observe the following points:

(a) Keep the bore and chamber clean.

(b) Never fire any weapon with dirt, mud, snow, or any other obstruction in the bore. Such obstructions are extremely dangerous and may cause the barrel to swell or burst when the weapon is fired.

(c) Keep a thin coating of preservative lubricating oil on metal parts. Inactive weapons will be preserved with a coat of semifluid lubricative oil. Such weapons will be inspected on a weekly basis to determine the condition of the preservative. Weapons indicating any deterioration or rust will be cleaned immediately and preserved in accordance with the above instructions. All inactive weapons will be thoroughly cleaned and preserved every 90 days.

d. Care and Cleaning of Weapons Following CBR Attack. If chemical, biological or radiological attack is anticipated and if contamination from such attacks is encountered, the following actions will be taken: Apply oil to all outer metal surfaces of your weapon accessories. Do not apply oil to ammunition. If the weapon is not to be used, cover the weapon accessories and ammunition with protective covering or disperse under natural cover. Ammunition should be kept in its container as long as possible.

(1) After a CBR attack determine by means of the detectors provided, whether or not equipment is contaminated.

(a) Not Contaminated. If not contaminated, clean the equipment with rifle bore cleaner or dry cleaning solvent, dry and lightly oil before firing.

(b) Contaminated. If contaminated, a complete suit of protective clothing including protective gloves, and gas mask must be worn during decontamination.

(2) Decontamination. Detailed information on decontamination is contained in FM 21-40 and TM 3-220. If the weapon must be put into use immediately, clear and clean those parts of the weapon necessary to allow feeding and firing. If contamination is too great, it may be necessary to discard the equipment.

TABLE 5-1

TROUBLESHOOTING

Malfunction	Probable Cause	Remedy
Failure to extract	Excessive carbon in extractor recess or extractor lip	Disassemble and clean
	Worn or broken extractor	Replace
	Defective extractor spring	Replace
	Defective extractor pin	Replace
	Excessive carbon in chamber	Clean
	Badly pitted chamber	Turn in
	Dirty or corroded ammunition	Remove, clean
Failure to eject	Frozen ejector	Disassemble, clean, replace
	Weak or broken ejector spring	Replace
	Broken ejector	Replace
	Short recoil	See short recoil
Failure to cock	Worn, missing, or broken parts of firing mechanism	Turn in
Failure to feed	Defective and dirty magazine	Replace, clean
	Restricted buffer assembly action	Remove and clean
	Magazine not seated properly	Adjust magazine catch
	Dirty or corroded ammunition	Clean or replace
	Short recoil	See short recoil
	Excessive number of rounds in magazine	Proper load

Table 5-1. TROUBLESHOOTING-Continued

Malfunction	Probable Cause	Remedy
Failure to fire	Improper assembly of firing pin, firing mechanism, lower receiver improperly assembled	Reassemble
	Worn, broken or missing parts	Turn in
	Excessive oil in firing pin recess of bolt	Clean
	Selector lever on SAFE	Move selector to SEMI
Failure to lock	Weak or broken action spring	Replace
	Restricted buffer assembly movement	Clean
	Dirt, corrosion or carbon buildup on barrel locking lugs	Clean
	Loose or damaged bolt carrier key	Turn in
	Bent gas tube	Turn in
	Bolt cam pin missing	Install bolt cam pin
	Restricted movement of bolt carrier group	Disassemble and clean
Short recoil	Carbon buildup or dirt in carrier key and on gas tube	Disassemble and clean
	Restricted gas system due to carbon buildup in gas tube and on carrier key	Disassemble and clean
	Gaps in bolt rings not staggered	Stagger bolt rings
	Restricted movement of bolt carrier group or buffer assembly	Disassemble and clean
	Missing or broken bolt rings	Turn in
Bolt fails to lock to the rear after last round	Faulty magazine	Replace
	Broken bolt catch and/or spring	Turn in
	Dirty or corroded bolt catch	Clean

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Table 5-1. TROUBLESHOOTING–Continued

Malfunction	Probable Cause	Remedy
Failure to cycle with selector lever on AUTO	Worn, broken, or missing parts of firing mechanism	Turn in
Fires with selector lever on SAFE	Worn, broken, or missing parts of firing mechanism	Turn in
With selector lever on SEMI, fires when trigger is released	Worn, broken, or missing parts of firing mechanism	Turn in
Selector lever binds	Lack of lubrication	Lubricate
Bolt seizes, will not rotate	Carbon, dirty or burred bolt group or barrel extension	Hold rifle in vertical position and strike butt sharply on ground while pulling back on charging handle CAUTION Strike butt squarely on ground to prevent breakage of stock. Remove bolt and clean.

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Attachment 2

GLOSSARY OF TERMS

The following explanation of terms is provided to assist in developing a uniform understanding of this text and associated publications.

APERTURE: a front or rear sight using a hole for viewing to obtain sight picture or alignment.

ARC OF FIRE: the segment of a circle through which fire may be directed from a position or weapon.

AREA DEFENSE: area defense involves the concept of locating defense units to intercept enemy attacks remote from and without reference to individual vital installation industrial complex or population centers.

ARMED: bearing a firearm.

AZIMUTH: a direction expressed as a horizontal angle, usually in degrees and measured clockwise from a reference datum. This azimuth will be true azimuth, grid azimuth, magnetic azimuth, or relative azimuth depending upon which reference datum is used.

BASE DEFENSE: the local military measures both normal and emergency, required to nullify or reduce the effectiveness of enemy attacks on, or sabotage of a base so as to insure that the maximum capacity of its facilities is available to our forces.

BASIC LOAD (AMMUNITION): that quantity of nonnuclear ammunition which is authorized and required by each service to be on hand within a unit of formation at all times. It is expressed in rounds, units, or units of weight as appropriate.

BATTLEFIELD ILLUMINATION: the lighting of the zone of action of ground combat and combat support troops by artificial means other than invisible rays.

BEATEN ZONE: the area on the ground that is hit by the shots fired from a gun battery upon which the cone of fire falls.

BLOWBACK: type of weapon operation in which the force of expanding gases acting to the rear against the face of the bolt furnishes all the energy required to initiate the complete cycle of operation. A weapon which employs this method of operation is characterized by the absence of any breechlock or bolt-look mechanism.

BOAT-TAIL: the conical section of a ballistic body that progressively decreases in diameter toward the tail to reduce overall aerodynamic drag.

BOOBYTRAP: an explosive or nonexplosive device or other material, deliberately placed to cause casualties when an unsuspecting person disturbs an apparently harmless object or performs a routine act.

CHAMBERING: moving the cartridge into the chamber.

CONE OF FIRE: the dispersion of the projectiles from the muzzle to the beaten zone.

CYCLE OF OPERATION: the complete action necessary to fire a round from a weapon, discard the expended round, and prepare for firing again.

CYCLIC RATE OF FIRE: the rate at which the weapon fires on full automatic.

DEAD SPACE: an area within the maximum range of the weapon which cannot be covered by fire because of intervening obstacles, the nature of the ground or characteristics of the trajectory or limitations of the pointing capabilities of the weapon.

DEFILADE: protection from hostile observation and fire provided by an obstacle such as a hill, ridge, or bank.

DIRECT FIRE: gunfire delivered on a target, using the target itself as a point of aim either for the gun or the director.

DISPERSION PATTERN: the distribution of a series of rounds fired from one weapon or group of weapons under conditions as nearly identical as possible, the point of burst or impact being dispersed about a point called the mean of impact.

EFFECTIVE RANGE: the maximum distance at which a weapon may be expected to fire accurately to inflict casualties or damage.

EJECTION: the process where a cartridge or case is being thrown from the weapon by the ejector.

FEEDING: moving the cartridge into the chamber.

FIELD OF FIRE: the area which a weapon or group of weapons may cover effectively with fire from a given position.

FIREARMS: any weapon, including a starter gun, which will (or is designed to) or may readily be converted to expell a projectile through a barrel by the action of an explosive; the frame or receiver of any such weapon, and any firearm muffler or firearm silencer.

FIRING: driving the firing pin forward to strike the primer which sets off the cartridge.

GRAZING FIRE: fire approximately parallel to the ground where the center of the cone of fire does not rise above one meter from the ground.

HANGFIRE: a delay in the functioning of a propelling charge explosive train at the time of firing.

IMMEDIATE ACTION: the unhesitating application of a probable remedy to reduce a stoppage without considering the cause of the stoppage.

IMPACT AREA: an area having designated boundaries within the limits of which all ordnance is to make contact with the ground.

LOCKING: locking the bolt/cylinder in the receiver (bolt forward in the firing position).

MALFUNCTION	the failure of a weapon to function satisfactorily.
MAXIMUM EFFECTIVE RANGE	the maximum distance at which a weapon may be expected to deliver its destructive charge with the accuracy specified to inflict prescribed damage.
MAXIMUM ORDINATE	the highest point along the trajectory of a projectile.
MAXIMUM RANGE	the greatest distance a weapon can fire without consideration of dispersion.
MAXIMUM RATE OF FIRE	the number of rounds the average rifleman can fire in 1 minute disregarding hits on the target.
MIL	a unit of angular measurement used in artillery and equal to 1/6400 of a circle (360 degrees).
MISFIRE	a complete failure to fire which may be due to a faulty mechanism or faulty element in the propelling charge of the round.
POINT TARGET	a target which requires the accurate placement of bombs or fire.
RULES OF ENGAGEMENT	directives issued by competent military authority which delineate the circumstances and limitations under which United States forces will initiate and/or continue combat engagement with other forces encountered.
RUN-AWAY-GUN	a weapon that continues to fire after the trigger has been released.
SEARCH FIRE	fire distributed in depth by successive changes in the elevation of the gun.
STOPPAGE	the unintentional interruption in the cycle of functioning.
SUSTAINED RATE OF FIRE	actual rate of fire that a weapon can continue to deliver for an indefinite length of time without seriously overheating.
TARGET OF OPPORTUNITY	a target visible to a surface or air sensor or observer, which is within range of available weapons and against which fire has not been scheduled or requested.
TRAJECTORY	the curve in the vertical plane traced by a bullet, shell, bomb or other object thrown, launched, or trajected by an applied exterior force, the projectile continuing in motion after separation from the force.
TRAVERSE	to turn a weapon right or left on its mount.

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PREPARE THE MAN

STUDY GUIDE AND WORKBOOK 50-1
3ABR81130-1/3ABR81230

Technical Training

Security Specialist
and
Law Enforcement Specialist

WEAPONS

1 May 1975

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
Department of Security Police Training
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

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INTRODUCTION

1. SCOPE. This text is divided into two lessons: Introduction to the Use of Weapons, and Mechanical, Premarksmanship and Marksmanship Application, which is further subdivided into two major areas: .38 Revolver, M16 Rifle.

Each lesson is divided into a theory portion identified with major headings and subheadings, and a practical portion which contains exercises. Each lesson is preceded with an introduction and a list of lesson objectives. The objectives are also presented at the beginning of each major heading.

2. OBJECTIVES. The objectives are written in measurable terms and contain the three basic components. Objectives state what *behavior* you must perform, the *condition* under which you must act and the minimum *standard* of acceptable performance. If, for example, the objective states that you must disassemble a weapon, following Technical Order procedures, then your performance will require you to disassemble a weapon using a checklist from the appropriate Technical Order. Read, understand and review all lesson objectives as they are the key to your course of instruction.

3. REFERENCES. The references listed in each volume of instruction in Student Text 50-1, *Weapons Training*, provide you with further sources of information. These reference materials are not required reading—you can achieve the lesson objectives without them—however, they will broaden and enrich your knowledge of weapons. All references are available in the Department Learning Resource Center, McGuire Hall, Room 110A.

4. INSTRUCTIONS. The material in this text is presented in a programmed format. Since programmed instruction may be a new learning experience for you, an explanation of how to use this text is appropriate.

a. Programmed instruction presents information in small teaching segments. Each segment or step is called a *frame*. Each *frame* includes information followed by a learning exercise which necessitates an active response on your part. These steps must be performed in a given order, one at a time. A set of *frames* along with the learning exercises are designed to help you achieve the criterion exercise at the end of each major portion of instruction. The criterion exercise measures whether or not you have achieved the learning objective.

b. Some of these segments are self-pacing units of instruction. You progress through each segment at your own pace and receive assistance from your instructor only in those areas needed. Other segments are group-paced and require classroom instruction and a team effort to complete training.

c. Following the correct response, you may be directed to another activity outside the classroom requiring group performance, or referred to another reading assignment.

d. *Carefully* read the information in each frame. Programmed texts contain only essential information. The "nice-to-know" material is not included. Therefore, you cannot afford to overlook any fact presented.

e. *Carefully* read the questions or statement which follows each item of information. If the question is a multiple-choice type, read *all* of the selections because more than one statement may be correct. If it is a situation that presents facts and requires you to make a decision or act on the facts, be sure you understand the material that applies to the given situation before you make your response or perform.

f. *Check* your answer for each learning exercise with the correct answer given on the page indicated. If your answer is correct, proceed to the next frame or unit of instruction. If your answer is incorrect, reread the information and find out why you were wrong. After you reread the material and you still do not understand the correct response, ask your instructor for assistance. *Do not go* to the next frame until you understand why you made a mistake.

g. *Importance of Following Directions.* Student directions will appear throughout the programmed text. The directions are necessary, because the programmed text is not the only instructional method used. You may be directed to work or study the programmed text, then accomplish a portion of the exercise. You may be directed to other training material and instructed to return to this text to complete an exercise. During some portions of your training you will be instructed to leave your training materials in the classroom and report to your instructor for a demonstration and performance exercise. Therefore, it is necessary for you to read and follow all directions.

h. *Follow the Rules of the Game.* Careless reading or checking the correct answer before you make your response will hinder your progress.

(1) Follow your instructions carefully.

(2) *Do not bypass any reading assignment or work exercise.*

(3) The *honor system* rests with your integrity.

(4) Knowledge acquired from using the programmed student text will help you perform the exercises in this text.

(5) Other publications prepared in the conventional written format also contain information designed to help you achieve the learning objectives but do not include *frames* and exercises. Knowledge acquired from these publications will help you perform the practical exercises listed in this text.

5. SPECIAL NOTICE. This text may be retained by you after the course. All other publications furnished for this portion of your training must be returned prior to your

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graduation. You are cautioned that training publications are designed for ATC use only. They are updated as necessary for training purposes, but are *not* to be used on the job as authoritative references in preference to Technical Orders or other official publications. Where a conflict exists between this publication and other publications supporting this document, the references listed in those publications take precedence.

Go to page 1-1 and begin.

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Department of Security Police Training
Lackland Air Force Base, Texas

SW 50-1
1 May 1975

INTRODUCTION TO THE USE OF WEAPONS

INTRODUCTION

This unit of instruction consists of basic fundamentals of marksmanship. Training includes individual skills necessary to effectively handle firearms and an introduction to the legal use of firearms and weapons safety procedures.

OBJECTIVES

When you have completed this unit of instruction, you will be able to accomplish the following objectives:

1. Given eight statements depicting situations in which a security specialist may carry a firearm, with no more than two errors, select those situations under which he may be lawfully armed.

2. Given eight statements depicting situations which may authorize the use of a weapon, select those situations under which security specialists may be authorized to use deadly force without error.

3. Given five statements concerning the handling of weapons, select without error those which contain proper precautions required to maintain weapons safety.

4. Given five statements concerning the handling of weapons on a firing line, select without error those statements which contain precautions required to maintain weapons safety on the firing line.

5. Presented with nine questions concerning marksmanship fundamentals, answer the questions in writing with no more than two errors.

6. Given six statements concerning range determination principles select the correct statements with no more than one error.

7. Given ten statements concerning basic weapons maintenance, select those statements which contain the correct requirements for maintaining weapons with no more than three errors.

Supersedes Programmed Student Text, *Weapons*, February 1973.

OPR: TSPT(C)

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OBJECTIVE NO. 1: Given eight statements depicting situations in which a security specialist may carry a firearm, with no more than two errors, select those situations under which he may be lawfully armed.

OBJECTIVE NO. 2: Given eight statements depicting situations which may authorize the use of a weapon, select those situations under which a security specialist may be authorized to use deadly force without error.

STUDY ASSIGNMENT

Student Text 50-1, volume I, *Introduction to Weapons Training.* Read Foreword, chapter 1, Weapons and Weapons Systems, and complete the following exercises.

Learning Exercise 1-1

Complete the following statements

1. Authority for personnel to bear and use firearms is determined by the ____________ ______________ or this authority may be delegated to the ________ _____ _____.

2. Arming of Air Force personnel for the purpose of carrying out their official duties is contained in the provision of __________________________.

3. Because of the inherent responsibilities involved, you must be indoctrinated in and understand the _____ __ _________ before being authorized to carry a weapon.

4. Individuals whose behavior indicates that their being armed would not be wise or who are __________ _____ _____ will not be authorized to bear arms.

Place a T (True) or F (False) beside each statement.

____5. Military weapons are designed by experts and careless discharges do not occur.

____6. Loading and unloading firearms is done under the supervision of an NCO.

____ 7. AFR 125-26 governs the use of force.

____ 8. Use of weapons is determined by the situation and circumstances.

____ 9. A person is authorized to fire a weapon when other means cannot reasonably be applied.

____10. Use of force is authorized to achieve the mission that is assigned.

____11. AF Form 497 contains the Air Force Policy Statement for the Use of Force.

____12. Warning shots are always fired before a suspect is fired at.

____13. If at all possible, shots are aimed to disable rather than to kill.

____14. Privately owned weapons are authorized for official Air Force duties as long as the weapons are registered on base.

Turn to page 1-14 for correct response to Learning Exercise 1-1.

Progress Exercise 1

Place an "X" beside those situations in which security police may be armed with a weapon.

____1. Performing law enforcement duties.

____2. Protecting foreign dignitaries.

____3. Protecting government property.

____4. Guarding maximum custody military prisoners.

____5. Performing functions of your assigned mission under unusual circumstances.

____6. Protecting government funds.

____7. Protecting classified information.

____8. While attending an off-base social event [illegible] uniform.

Progress Exercise 2

Place an "X" beside those situations where security police may be authorized to fire weapons.

____1. Protect the life of another person.

____2. Prevent a rape.

____3. Prevent escape of a maximum custody prisoner.

____4. Protect security personnel from loss of life.

____5. To fire a warning shot.

____6. Prevent a food theft on base.

____7. Prevent the theft of ammunition.

____8. Prevent the robbery of government funds.

When completed, give to your instructor for evaluation.

Instructor's Initials__________

Use of force, use of deadly force, and their legal implications will be discussed in detail in further units of instruction.

OBJECTIVE NO. 3: Given five statements concerning the handling of weapons, select without error those which contain proper precautions required to maintain weapons safety.

OBJECTIVE NO. 4: Given five statements concerning the handling of weapons on a firing line, select without error those statements which contain precautions required to maintain weapons safety on the firing line.

STUDY ASSIGNMENT

Student Text 50-1, volume I, *Introduction to Weapons Training.* Read chapter 2, Weapons Safety, and complete the following exercise.

Learning Exercise 1-2

Complete the following statements.

1. ______________ is the primary concern of all personnel when handling weapons.

2. Be familiar with ________ ______ when handling weapons.

3. Correction of safety violations and __________ is everyone's responsibility.

4. All personnel will be aware of ______ ______ of the range prior to firing.

Turn to page 1-14 for correct responses to Learning Exercise 1-2.

Progress Exercise 3

Place an "X" beside the correct precautionary measures when handling weapons.

____1. Treat every weapon as if it were unloaded.

____2. Keep the safety on until you are ready to fire.

____3. Never remove any excess oil or grease from the chamber.

____4. Always point your weapon downrange even though you are not shooting at that particular time.

____5. Store excess ammunition in unattended weapons.

Progress Exercise 4

Place an "X" beside proper safety procedures for weapons while on the firing line.

____1. Clear the weapon after it has been fired.

____2. All weapons will have the bolt closed and the safety off prior to conducting the firing exercises.

____3. Running is permitted on the range.

____4. Clear the weapon after it is taken off the range.

____5. Never point the muzzle of a weapon downrange.

When completed, give to your instructor for evaluation.

Instructor's Initials____________

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Weapons safety is an inherent responsibility of your job and will never end. Review these safety precautions and range procedures daily. Always practice what you preach—who knows? the life you save may be your own!

OBJECTIVE NO. 5: Presented with nine questions concerning marksmanship fundamentals, answer the questions in writing with no more than two errors.

STUDY ASSIGNMENT

Student Text 50-1, volume I, *Introduction to Weapons Training.* Read chapter 3, Marksmanship Fundamentals, and complete the following exercise.

Progress Exercise 5

Answer the following questions.

1. What are the three factors of a sight picture that require proper relationship when *aiming* your rifle at a target?

2. For what reason should the butt of the weapon be placed into the pocket formed by your right shoulder?

3. What is the result to your shot group on the target, if improper breath control is used when firing a weapon?

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4. The pattern of the revolver sights in relation to the target as seen by the firer when he aims the revolver is called

____

5. Placing the front and rear sights of the revolver into correct alignment with the eye is called

____

____

6. When is a laterally moving target most vulnerable to aimed rifle fire while making a rush?

____

____

7. Which principle of night vision involves the technique of keeping your attention on an object without looking directly at it?

____

____

8. How can you destroy night vision quickly?

____

____

9. What changes are necessary in your firing positions when firing at night?

____

____

When completed, give to your instructor for evaluation.

Instructor's Initials__________

OBJECTIVE NO. 6: Given six statements concerning range determination principles, select the correct statements with no more than one error.

The marksmanship fundamental of engaging targets is of little value if one does not understand or apply the techniques of range determination.

STUDY ASSIGNMENT

Student Text 50-1, volume I, *Introduction to Weapons Training.* Read chapter 4, Range Determination, and complete the following exercises.

Learning Exercise 1-3

Complete the following statements.

1. The process of finding the distance between your ____________________ and the ____________________ is called range determination.

2. Personnel must know how to determine distance so
   (a) ____
   (b) ____
   (c) ____

3. If you can see the flash and hear the weapon fire, then it is possible to estimate the ______________________________.

4. If you are determining how far a weapon is from your position and you began counting when you saw the flash, and had counted to five when you heard the sound of the weapon, what is its approximate distance? ____________________

Turn to page 1-14 for correct responses to Learning Exercise 1-3.

Progress Exercise 6

Place an "X" beside those statements which are correct regarding range determination.

____1. The 100-meter unit of measure method can be used for ranges only up to 300 meters.

____2. 100 meters appear shorter on upward slopes.

____3. Appearance of objects is a method of range determination.

____4. In the flash and sound method, you count at the rate of two counts per second.

____5. In the flash and sound method, you never count higher than nine—you start over again.

____6. Range determination is the process of calculating the length between where you are and where your target is.

When completed, give to your instructor for evaluation.

Instructor's Initials__________

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OBJECTIVE NO. 7: Given ten statements concerning basic weapons maintenance, select those statements which contain the correct requirements for maintaining weapons, with no more than three errors.

To effectively employ weapons under all types of weather conditions and situations, and to insure they will fire when needed, a discussion in general maintenance procedures is in order.

STUDY ASSIGNMENT

Student Text 50-1, volume I, *Introduction to Weapons Training.* Read chapter 5, Care and Cleaning, and complete the following exercises.

Learning Exercise 1-4

Place a T (True) or F (False) beside each statement.

____1. A weapon must be cleaned daily.

____2. Rust and dirt cause more damage to a weapon than actual firing.

____3. Bore cleaner must be removed immediately after being inserted into the weapon.

____4. Water causes metal to rust and should never be used in cleaning a weapon.

____5. Solvents are flammable and extreme caution should be exercised when using them.

Complete the following statements.

6. ________________ agents are used to clean weapons after a CBR attack.

7. ________________ lubricating oil is used on weapons exposed to salt water and temperatures above 0° F.

8. A thin oil used for providing temporary protection against rust is ________ ________ ________ ________ (LAW).

9. When gun lubricants cannot be found, ________ ________ may be used.

10. A medium rust-preventive compound is used for protection of ________ ______ for ________ __________ while weapons are stored.

11. _____ _________ ______ is used to prevent drying of wooden parts.

12. The more oil on your weapon in sandy and dusty areas, the greater the chance of a ____________________________.

13. Match the malfunction(s) on the right with the probable cause on the left.

PROBABLE CAUSE

____ (1) Too much carbon in chamber.
____ (2) Short recoil.
____ (3) Too much carbon in extractor.
____ (4) Too many rounds in magazine.
____ (5) Missing parts on the firing mechanism.
____ (6) Worn out extractor pin.
____ (7) Broken bolt catch.
____ (8) Bent gas tube.
____ (9) Excessive oil in firing pin recess.
____(10) Faulty magazine.
____(11) Burred bolt group.
____(12) Pitted chamber.
____(13) Frozen ejector.
____(14) Gaps in bolt rings not staggered.
____(15) Corroded bolt catch.
____(16) Lack of lubrication.

MALFUNCTION

a. Failure to extract.
b. Failure to eject.
c. Failure to cock.
d. Failure to feed.
e. Failure to fire.
f. Failure to lock bolt to the rear.
g. Short recoil.
h. Bolt fails to lock forward.
i. Selector lever binds.
j. Bolt seizes.

Turn to page 1-14 for correct responses to Learning Exercise 1-4.

Progress Exercise 7

Place an "X" beside those statements which are basic requirements for maintaining weapons.

1. When no firing is done:

____a. Inspect weapon once a week.

____b. Clean the bore with patches.

____c. Use preservative lubrication oil.

2. Before firing:

____a. Oil bore and chamber.

____b. Field strip the weapon.

____c. Put a light coat of oil on all metal parts which do not come into contact with ammunition.

3. After firing:

____a. Clean the bore immediately.

____b. Oil the bore after the first cleaning.

____c. Oil all metal parts after cleaning.

____d. Remove all metal foulings.

When completed, give to your instructor for evaluation.

Instructor's Initials__________

CORRECT RESPONSES – INTRODUCTION TO THE USE OF WEAPONS

Learning Exercise 1-1

1. installation commander; Chief, Security Police. 2. AFR 125-26. 3. Use of weapons. 4. emotionally unstable. 5. F. 6. T. 7. T. 8. T. 9. T. 10. T. 11. T. 12. F. 13. T. 14. F.

Learning Exercise 1-2

1. safety. 2. safety rules. 3. enforcement. 4. safety limits.

Learning Exercise 1-3

1. position; target. 2. (a) targets can be designated or located, (b) rifleman can adjust point of aim, (c) grenadiers can make proper sight settings. 3. distance. 4. 500 meters.

Learning Exercise 1-4

1. T. 2. T. 3. F. 4. F. 5. T. 6. Decontaminating. 7. LSA (MIL-L-46000A). 8. special preservative lubricating oil. 9. engine oil (SAE 10). 10. metal parts; long periods. 11. Raw linseed oil. 12. malfunction. 13. (1) a, (2) b and d, (3) a, (4) d, (5) c and e, (6) a, (7) f, (8) h, (9) e, (10) d and f, (11) j, (12) a, (13) b, (14) g, (15) f, (16) i.

Department of Security Police Training
Lackland AFB, Texas

SW 50-1
1 May 1975

MECHANICAL, PREMARKSMANSHIP AND MARKSMANSHIP APPLICATION

INTRODUCTION

This portion of your training is divided into three separate parts. They are:

Part I — *Smith and Wesson Combat Masterpiece Caliber .38 Revolver, Model No. 15*

Part II — *Rifle, 5.56mm, M16 (M16A1)*

Part III — *Remington Model 870, .12 Gauge Shotgun*

Training includes applying the basic marksmanship fundamentals previously taught, operator's maintenance and the firing of each weapon.

The identification of each unit (*Part I, II, and III*) does not necessarily indicate their specified teaching sequence. You will be advised by your instructor with which unit to begin and he will furnish you additional instructions as you progress through this phase of training.

Unless directed by your instructor to start a specific unit, turn the page and begin with *Part I.*

PART I

SMITH AND WESSON COMBAT MASTERPIECE CALIBER .38 REVOLVER, MODEL NO. 15

OBJECTIVES

When you have completed this training, you will be able to accomplish the following objectives:

1. Given four situations concerning sight adjustments with the caliber .38 revolver, make the correct sight adjustments with no more than one error.

2. Perform marksmanship fundamentals required to effectively handle and control the caliber .38 revolver in a safe manner.

3. Qualify with the caliber .38 revolver in accordance with AFR 50-57.

4. Given proper cleaning equipment, perform care and cleaning of the .38 caliber weapon.

SPECIAL INSTRUCTIONS

Before you begin this unit of instruction, your instructor will give you a caliber .38 revolver, a small screwdriver, web belt and holster. The weapon will be handed to you with the cylinder open, butt first, and held up high to provide you with the opportunity to visually check the weapon to insure that it is clear. *NOTE:* You are expected to return the weapon to your instructor in the same manner. Place the weapon on your desk with the cylinder up and muzzle pointing to your left. DO NOT HANDLE THE WEAPON again until you are directed to do so by your instructor or when directed by instructions contained in this package. After you have placed the weapon on the table in front of you, put your web belt and holster on, insuring you have a right-handed holster if you are right-handed and a left-handed holster if you are left-handed.

Report to your instructor NOW for the necessary training equipment.

STUDY ASSIGNMENT

Student Text 50-1, volume II, *Smith and Wesson Combat Masterpiece Caliber 38 Revolver, Model No. 15.* Read the Foreword and chapter 1, and complete the following exercises.

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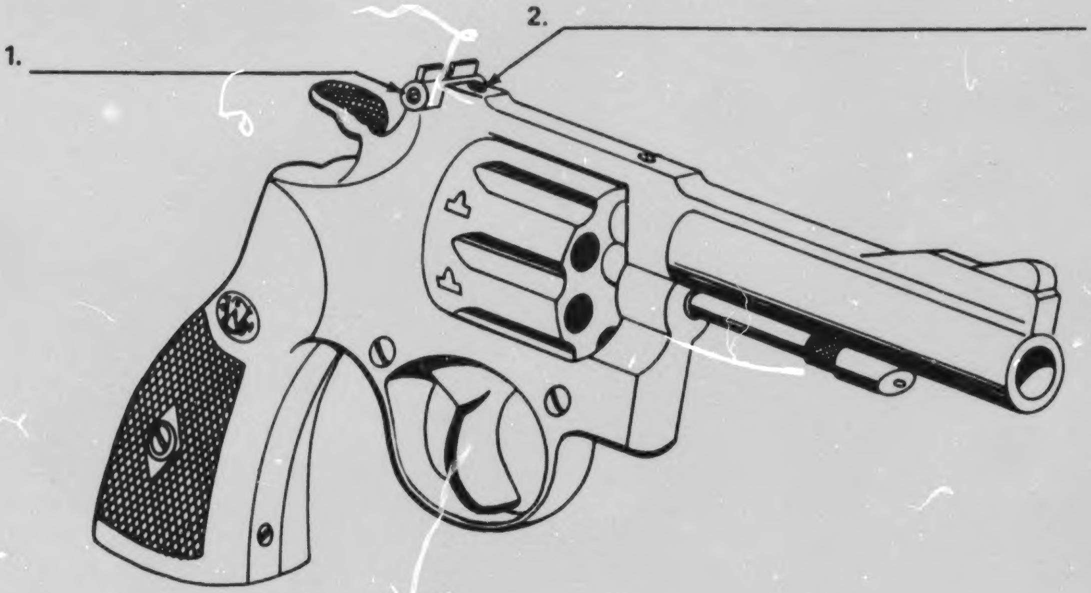
OBJECTIVE NO. 1: Given four situations concerning sight adjustments with the caliber .38 revolver, make the correct sight adjustments with no more than one error.

Learning Exercise 2-1

Identify the location of the Rear Sight Elevation Screw and the Rear Sight Windage Screw, by filling in the blanks numbered 1 and 2.



Smith and Wesson Combat Masterpiece
Caliber.38 Revolver, Model No. 15.

Learning Exercise 2-2

Write "T" for each true statement and "F" for each false statement in the blanks provided, concerning sight adjustments with the caliber .38 revolver.

____1. The rear sight is adjustable for windage and elevation.

____2. To move the sight to the right, turn the windage screw to the left or counterclockwise.

Continued on next page.

____3. To move the sight to the left, turn the windage screw clockwise or to the right.

____4. To raise the sight, turn the elevation screw to the left or counterclockwise.

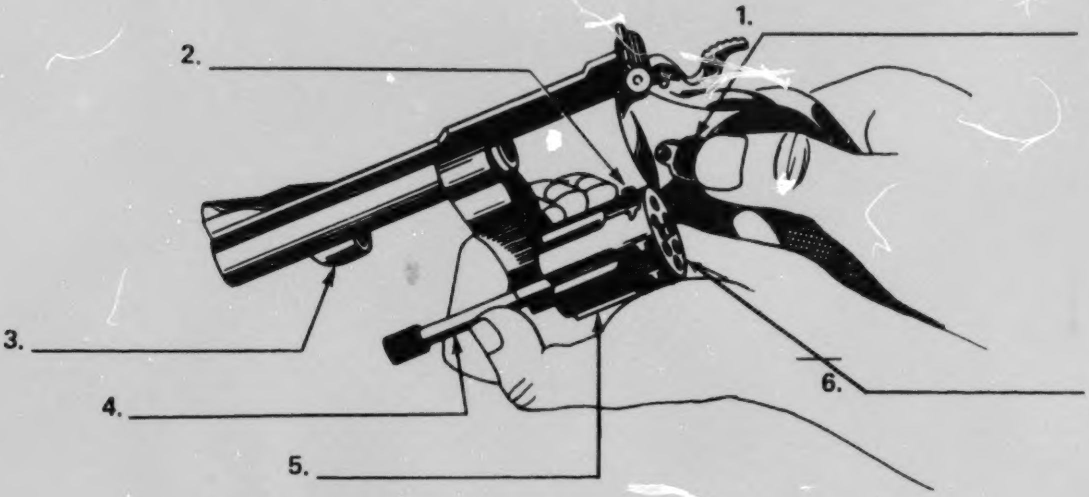
____5. To lower the sight, turn the elevation screw clockwise to the right.

Turn to page 2-12 for correct responses to Learning Exercises 2-1 and 2-2.

Now that you have completed the above exercises, examine figures 1-1 and 1-2 in your Student Text. Pick up your revolver and locate the designated parts as shown in the illustrations. As you do this, complete Learning Exercise 2-3. DO NOT PLACE your finger on the trigger or in the trigger guard. After you have examined the weapon and have completed Learning Exercise 2-3, close the cylinder and get the feel of the weapon. DO NOT COCK the hammer. Remember your safety rules!

Learning Exercise 2-3

Identify the parts of the weapon that you must become familiar with in order to handle the weapon properly and safely, by filling in the blanks numbered 1 through 6.



HOW TO EXAMINE THE WEAPON: Open the cylinder by pushing forward on the thumbpiece and press the cylinder out. Push in on the extractor rod. Notice the action of the extractor.

Open and close the cylinder several times. DO NOT APPLY EXCESSIVE PRESSURE. If your weapon fails to open or close, ask your instructor for assistance.

Turn to page 2-12 for correct responses to Learning Exercise 2-3.

Review paragraphs 1-2b through g in your Student Text.

Close the cylinder. Use the screwdriver and make the following sight adjustments.

a. Turn the rear sight windage screw so the aperture is in center alignment with the rear sight elevation screw. DO THIS NOW.

b. Turn the rear sight elevation screw to the right until the sight is at its lowest position. DO THIS NOW.

Normally, this is your starting or "zero" position for sighting the weapon. After firing several practice rounds the rear sights are adjusted in the manner discussed in paragraphs 1-2b(3) and (4) in your Student Text.

NOTE: Later during your training you will be given the opportunity to make sight corrections as you fire the weapon.

Criterion Exercise 1

To academically acquaint you with the proper method of making sight corrections, complete the following. Remember you must satisfactorily complete three of the four situations. If you are sure you are ready, report to your instructor at this time. Take your weapon and screwdriver. (All situations are for 25 yards.)

SITUATION 1

You fire three practice rounds for zero at 25 yards distant. Your shot group (all three shots) is 3 inches to the right of your aiming point. Make the proper sight adjustment to move the shot group toward the center.

Continued on next page.

SITUATION 2

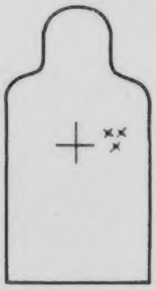
After firing three rounds for zero, your shot group is 4 inches below center. Turn the rear sight elevation screw to move the shot group to the center.

SITUATION 3

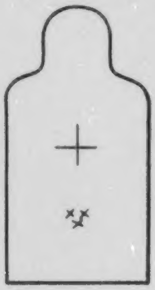
Your shot group is left of center approximately 5 inches. Make the necessary sight adjustment.

SITUATION 4

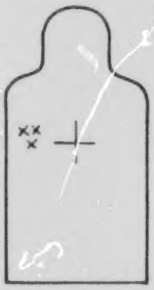
Your shot group is 3 inches to the right and 4 inches high. Make the necessary adjustments to get your shot group into the center.



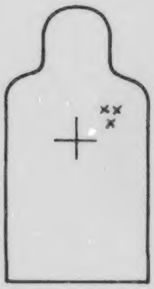
SITUATION 1



SITUATION 2



SITUATION 3



SITUATION 4

NOTICE: At this stage of your training, your instructor is going to be more concerned with the fact that you know which way to turn the screws than he is with your knowledge of the value of each click you make. Therefore, a rough estimate of the number of clicks will be sufficient.

STUDY ASSIGNMENT

Student Text 50-1, volume II. Read chapter 2, Operating Instructions, and complete the following exercise.

Learning Exercise 2-4

List the safety precautions to be observed when handling the revolver.

1. ____________________________________
2. ____________________________________
3. ____________________________________
4. ____________________________________
5. ____________________________________
6. ____________________________________
7. ____________________________________
8. ____________________________________

Write "T" for each true statement and "F" for each false statement.

____ 9. To load the weapon, depress the thumbpiece and swing the cylinder and yoke out of the frame.

____ 10. When five rounds are loaded, the empty cylinder chamber is in line with the bore or at the 12 o'clock position.

____ 11. When less than six rounds are loaded, place the empty cylinder chamber in line with the bore and any subsequent empty chamber to the right of the bore.

____ 12. To fire the weapon double action, first you cock the hammer and then squeeze the trigger.

____ 13. To fire the weapon single action, squeeze the trigger. The trigger will force the hammer to cock.

____ 14. To unload the weapon, depress the thumbpiece and swing the cylinder and yoke out of the frame.

____ 15. Depress the extractor rod to remove the cartridges.

Turn to page 2-12 for correct responses to Learning Exercise 2-4.

STUDY ASSIGNMENT

Student Text 50-1, volume II, *Smith and Wesson Combat Masterpiece Caliber .38 Revolver, Model No. 15.* Read chapter 3, Maintenance, and complete the following exercise

---

Learning Exercise 2-5

Write "T" for each true statement and "F" for each false statement.

____1. To clean the bore and chambers, run the brush through only one time.

____2. Lightly oil all outer surfaces of the revolver.

____3. Apply approximately five drops of oil to the base of the hammer (when in the uncocked position).

____4. Any size patch can be used to clean the bore and chamber or the revolver.

List the precautions to be applied during a hang-fire or cook-off with the caliber .38 revolver.

5. ________________________________

6. ________________________________

7. ________________________________

8. ________________________________

Turn to page 2-13 for correct responses to Learning Exercise 2-5.

NOTE: Later when you have completed firing, you will be required to clean and lubricate the caliber .38 revolver.

OBJECTIVE NO. 2: Perform Marksmanship fundamentals required to effectively handle and control the caliber .38 revolver in a safe manner.

STUDY ASSIGNMENT

Student Text 50-1, volume II, *Smith and Wesson Combat Masterpiece Caliber .38 Revolver, Model No. 15.* Read chapter 4, Preparatory Marksmanship Training, and complete the following exercise.

Learning Exercise 2-6

Answer the following questions.

1. What grip is normally used for single-action firing?

2. What is the difference in the alternate grips from the conventional grip?

3. When firing the one-handed grip, why should the stock be gripped firmly?

4. When is the raised pistol position used?

5. What position does the raised pistol become after the weapon is loaded?

6. What is the main purpose for using the two-handed grip?

7. Firing positions are modified and adapted for what reason?

Turn to page 2-13 for correct responses to Learning Exercise 2-6.

Your next exercise will be subdivided into three areas:

a. Dry Fire

b. Practice Record Course of Fire

c. Record Course of Fire

Criterion Exercise 2

This exercise will consist of the physical performance of firing techniques to include:

1. Sight picture
2. Breath control
3. Trigger squeeze
4. Night vision techniques
5. Positions
6. Loading and unloading

You will be observed and evaluated by your instructor on your performance.

OBJECTIVE NO. 3: Qualify with the caliber .38 revolver in accordance with AFR 50-57.

Criterion Exercise 3

In order to qualify with the .38 caliber revolver you will be required to complete this exercise. It will consist of Courses of Fire as required by AFR 50-57. You will be informed by your instructor what these Courses of Fire are and you must achieve a minimum qualifying score on each before you will be allowed to proceed to the next Course of Fire.

OBJECTIVE NO. 4: Given proper cleaning equipment, perform care and cleaning of the .38 caliber weapon.

Criterion Exercise 4

After having achieved a qualifying score on all of your Record Courses of Fire, you will be directed by your instructor to report to the weapons-cleaning area to clean, lubricate and check the operation of the weapon as indicated in chapter 3 for the final completion of training with the revolver.

NOTE: Since you will not be returning to the classroom before your training with the caliber .38 revolver is completed, review the following:

All of chapters 2 and 4 to include all the figures in these two chapters.

Additional firing positions not included in these figures will be demonstrated for you by your instructor.

Volume I, paragraphs: 3-2a
3-2b
3-2b(5)
3-2b(7) and figure 3-1
3-2b(8)

When you have completed your review, place holster on belt, put belt and holster on, close the cylinder and holster your weapon. Leave all of your training material on the desk/table. Report to your instructor for an evaluation of the following phases:

a. Dry Fire.

- Record Course of Fire.
- Cleaning the revolver.

Your instructor will evaluate your sight adjustments.

CORRECT RESPONSES — .38 CALIBER REVOLVER

Learning Exercise 2-1

1. Rear Sight Windage Screw. 2. Rear Sight Elevation Screw.

Learning Exercise 2-2

1. T. 2. F. 3. F. 4. T. 5. T.

Learning Exercise 2-3

1. Thumbpiece. 2. Cylinder Stop. 3. Locking Bolt. 4. Extractor Rod.
5. Cylinder. 6. Extractor.

Learning Exercise 2-4

Your answers to the first 8 responses should be similar to:

1. Check the revolver for live ammunition.
2. Keep revolver holstered unless used for a definite purpose.
3. Never point weapon at anything you do not intend to shoot.
4. Do not cock weapon unless you intend to fire.
5. Do not insert finger in trigger guard until ready to fire.
6. Do not dry-fire or practice with weapon unless you are on a regular target range.
7. When weapon is out of holster do not point it at yourself or others.
8. If a weak report is heard, cease firing immediately.

9. T. 10. T. 11. F. 12. F. 13. F. 14. T. 15. T.

Learning Exercise 2-5

1. F. 2. T. 3. F. 4. F.

5. The revolver cannot be recocked to fire the same cartridge.
6. Keep the revolver pointed in a safe direction.
7. Wait 10 seconds from the failure to fire before opening the cylinder.
8. Activate the extractor and remove the cartridges.

Learning Exercise 2-6

1. Conventional grip. 2. The position of the little finger and thumb. 3. To prevent recoil from twisting the weapon in your hand and causing you to lose uniformity of grip. 4. To move from one place to another on the firing line. 5. Challenge position. 6. Provide maximum support. 7. Best suit the shooter.

PART II

RIFLE, 5.56mm, M16 (M16A1)

OBJECTIVES

When you have completed this training, you will be able to accomplish the following objectives:

1. Given an M16 rifle, clear, field-strip, assemble and function-check the rifle without error.

2. Given four situations concerning sight adjustment with the M16 rifle, make the correct sight adjustments with no more than one error.

3. Perform marksmanship fundamentals required to effectively handle and control the M16 rifle in a safe manner.

4. Qualify with the M16 rifle in accordance with AFR 50-57.

5. Given proper cleaning equipment, perform care and cleaning of the M16 rifle.

SPECIAL INSTRUCTIONS

Before you begin this unit of instruction, your instructor will explain the classroom clearing procedures to you. He will then give you an M16 rifle, magazine and a nail. The weapon will be handed to you with the bolt locked to the rear, ejection port open, and safety selector on safe. Following the clearing procedures just given to you by your instructor, ensure that your weapon is clear, and place it on the desk/table in front of you with the ejection port up, muzzle pointing to your right. Place the magazine next to the weapon. DO NOT HANDLE THE WEAPON again until you are directed to do so by your instructor or when directed by instructions contained in this package.

Report to your instructor now for the necessary training equipment.

STUDY ASSIGNMENT

Student Text 50-1, volume IV, *Rifle, 5.56mm M16 (M16A1).* Read the Foreword, and chapter 1, General Information, and complete the following exercise.

Learning Exercise 3-1

Write "T" for each true statement and "F" for each false statement.

____1. The aluminum-lined handguards surrounding the barrel protect the gas tube and permit air to circulate around the barrel.

____2. The M16 rifle fires only automatic.

____3. The hard rubber pad on the butt of the rifle protects the stock of the rifle.

____4. The M16 rifle has a winter trigger.

____5. The ejection port cover prevents dirt or dust from getting into the ejection port.

____6. The M16 rifle fires a maximum effective range of 460 meters.

____7. A full magazine holds 25 rounds.

Circle the letter of the correct response.

8. The "clothespin" bipod is designed for you to fire the M16 rifle from the
   - a. standing and kneeling position.
   - b. prone and foxhole position.
   - c. kneeling and squatting position.
   - d. sitting and prone position.

9. The M16 rifle has a maximum range of
   - a. 1860 meters.
   - b. 2783 meters.
   - c. 2653 meters.
   - d. 3700 meters.

Turn to page 3-16 for correct responses to Learning Exercise 3-1.

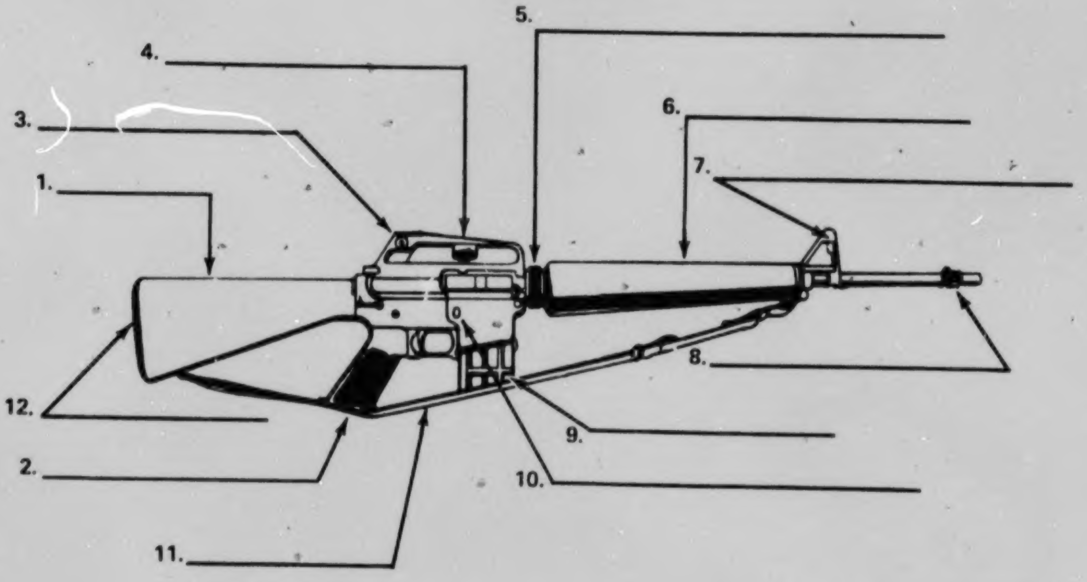
Now that you have completed Learning Exercise 3-1, examine figure 1-1 in your Student Text. While you are examining figure 1-1, work Learning Exercise 3-2 by filling in the names of the numbered parts. Then identify them on your M16 rifle. When handling the weapon to locate the parts, be very careful NOT to depress the bolt/catch release. If the bolt does go forward, follow these steps:

1. Point the barrel upward.
2. Depress the bottom of the bolt/catch release.
3. Pull the charging handle to the rear until the bolt is locked.
4. Push the charging handle forward until it locks in place.

DO NOT PLACE YOUR FINGER ON THE TRIGGER OR IN THE TRIGGER GUARD

Learning Exercise 3-2

Identify designated areas (fill in blanks on pictures):



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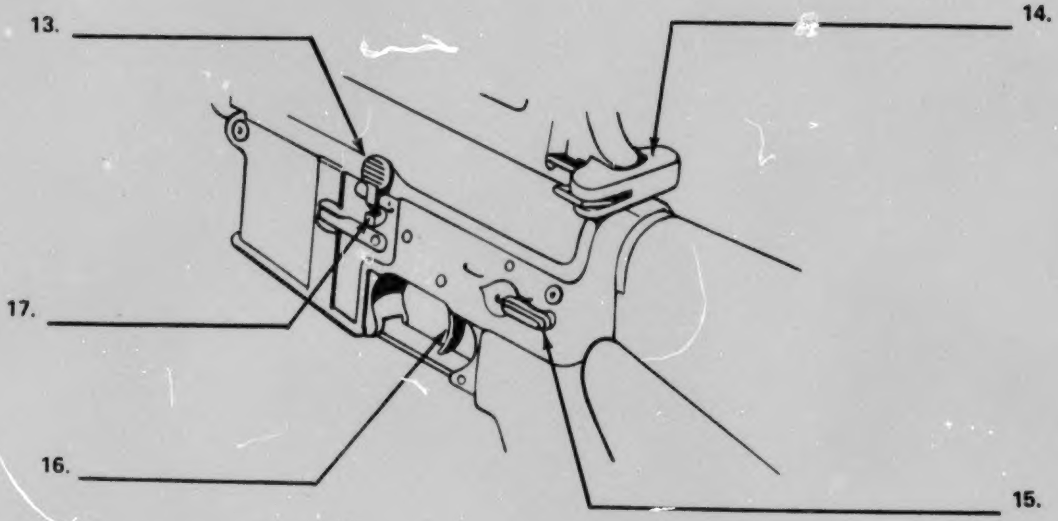


Turn to page 3-16 for correct responses to Learning Exercise 3-2.

OBJECTIVE NO. 1: Given an M16 rifle, clear, field-strip, assemble and function-check the rifle without error.

STUDY ASSIGNMENT

Student Text 50-1, volume IV, *Rifle, 5.56mm M16 (M16A1).* Read chapter 2, Mechanical Training, and complete the following exercise.

Learning Exercise 3-3

List in proper sequence the steps in clearing the M16 rifle.

1. ____

2. ____

Continued on next page.

3. ______________________________

4. ______________________________

5. ______________________________

Answer the following questions.

6. What is meant by the Cycle of Operation?

____

____

7. How many steps are there in a Cycle of Operation?

____

Write "T" for each true statement and "F" for each false statement.

____ 8. You are authorized to disassemble the M16 rifle to the extent called field-stripping.

____ 9. The selector must be in the SAFE position to prevent damage to the automatic sear during disassembly and assembly.

____10. The takedown pin comes out of the receiver during field-stripping.

____11. Clean the exterior and interior of the M16 magazine with an oily rag.

List in proper sequence the steps in field-stripping the M16 rifle.

12. ______________________________

13. ______________________________

14. ______________________________

15. ______________________________

Continued on next page.

16. ______________________________

17. ______________________________

18. ______________________________

19. ______________________________

20. ______________________________

List in proper sequence the steps in disassembling the bolt carrier group.

21. ______________________________

22. ______________________________

23. ______________________________

24. ______________________________

List in proper sequence the steps in removing the buffer from the M16 rifle.

25. ______________________________

26. ______________________________

27. ______________________________

28. ______________________________

NOTE: To reassemble the M16 rifle, simply reverse the steps.

List in proper sequence, the action of the hammer when you function-check the M16 rifle in the closed receiver, SAFE position.

29. ______________________________

____

Turn to pages 3-16 and 3-17 for correct responses to Learning Exercise 3-3.

Now that you have completed Learning Exercise 3-3, you may pick up your rifle. Doublecheck the weapon to insure it is SAFE.

Learning Exercise 3-4

Clear, field-strip, reassemble, and function-check the M16 rifle by following the steps indicated in paragraphs 2-2, 2-3, 2-4, and 2-5, with the exceptions of paragraphs 2-3(7), Removal of Extractor, and 2-3(10), Removal of Handguards. DO NOT APPLY EXCESSIVE PRESSURE. If the parts fail to fit in place or come out easily, ask your instructor for assistance.

CAUTION

When you field-strip the M16 rifle, do not remove the extractor or handguards.

Clear, field-strip, reassemble, and function-check the weapon as many times as necessary, until you are able to perform the task without the aid of your Student Text.

Turn to pages 3-8 and 3-9 for correct responses to Learning Exercise 3-4.

CORRECT RESPONSE CHECKLIST FOR LEARNING EXERCISE 3-4

Field-Stripping

Clear weapon in proper sequence:

1. Attempt to place the SELECTOR on SAFE.
2. Remove the magazine.
3. Lock the bolt to the rear.
4. Visually inspect the receiver and chamber.
5. Check selector lever to insure it points to the SAFE position.

Allow the bolt to go forward.

Press takedown pin.

Remove receiver pivot pin.

Remove bolt carrier group.

Remove charging handle.

Remove firing pin retaining pin and firing pin.

Push bolt into bolt carrier, remove bolt cam pin and bolt from bolt carrier.

Assembly

To reassemble the M16 rifle, simply reverse the steps.

Function-Check

OPEN RECEIVER. Press out takedown pin from left to right. Rotate the upper receiver group up and away from the lower receiver group. Grasp the pistol grip with the right hand.

Safe Position. Place the selector lever on SAFE. If the hammer is not cocked, cock it at this time.

Cup your palm over and on the hammer so that the hammer does not fly forward. Pull the trigger. You should hear no sound, and the hammer should not release. This function-checks the safety. Release pressure on the trigger and continue to the next step.

Semi Position. Place the selector lever on SEMI position. If the hammer is not cocked, cock it at this time.

Cup your left palm over and on the hammer. Pull the trigger. The hammer should release. Maintain pressure on the trigger. Recock the hammer.

Release the trigger. You will hear a loud "clunk." This function-checks the semi position.

Auto Position. Place the selector in the AUTO position. If the hammer is not cocked, cock it at this time.

Cup your left palm over and on the hammer. Pull the trigger, push forward on the automatic sear. The hammer should release. Maintain pressure on the trigger and the sear.

Attempt to recock the hammer. The hammer should NOT cock.

Release the trigger and the automatic sear. You should hear no sound or a light click. Recock the hammer. This function-checks the auto position.

Place the selector lever on "safe." Close the upper and lower receiver, lock the bolt to the rear. The weapon is cleared and function-check completed.

CAUTION

Failure to move the selector lever to SAFE or SEMI position before closing the receiver will damage automatic sear.

CLOSED RECEIVER.

Safe Position. Selector lever on SAFE. Bolt forward. Pull the trigger, hammer should not fall.

Semi Position. With selector lever on SEMI, pull the trigger and the hammer should fall. Maintain pressure on the trigger; recock the weapon. When releasing pressure on the trigger, you should hear an audible "clunk."

Auto Position. With the selector lever on AUTO, pull the trigger and maintain pressure on the trigger. Recock the weapon; the hammer should fall when the bolt goes forward. Release the trigger; you should not hear the sound of moving parts.

NOTE: If the weapon fails to function in any of the selector lever positions, record the malfunction and forward the weapon and information to the armorer.

Criterion Exercise 1

Report to your instructor with your M16 rifle. Your instructor will evaluate you on the clearing, field-stripping, reassembly, and the function-check of your weapon, using the checklist.

Evaluation of function-check will be limited to the "CLOSED RECEIVER" check.

After your evaluation, return to your table/desk and place your weapon down. DO NOT HANDLE your weapon again until you are directed by your instructor, or when directed by instructions contained in this package.

OBJECTIVE NO. 2: Given four situations concerning sight adjustment with the M16 rifle, make the correct sight adjustments with no more than one error.

STUDY ASSIGNMENT

Student Text 50-1, volume IV, *Rifle, 5.56mm M16 (M16A1).* Read chapter 3, Sight Adjustment, and complete the exercise.

Focus your attention on figures 3-1 through 3-3. Pick up your rifle. DO NOT PLACE your finger on the trigger or in the trigger guard. Remember the safety rules!

Visually inspect your weapon and after you are sure it is clear, depress the bolt/catch release to allow the bolt to go to its forward position. DO THIS NOW! Using the nail, make the following sight adjustment:

a. Flip the rear sight aperture to the long-range aperture (away from you). DO THIS NOW! The aperture marked "L" (seen when the rear aperture is pushed away from you) is for ranges beyond 300 meters. Flip the rear sight aperture toward you (battle sights). DO THIS NOW! The battle sight is used for ranges from 0 — 300 meters.

b. Turn the rear sight windage drum (figure 3-2) with your nail in the direction necessary to bring the rear sight aperture to the center of the groove located in the carry handle of your weapon. DO THIS NOW!

c. Focus your attention on figure 3-3 and turn the front sight in the direction necessary to bring the star of the front post flush with the frame around the star. DO THIS NOW!

Normally, this is your starting or "zero" position for sighting your weapon. After firing several practice rounds, the rear and front sights are adjusted in the manner discussed in paragraphs 3-1b through 3-1e.

Pull the charging handle to the rear, lock the bolt to the rear and insure the weapon is SAFE. Place the weapon on the desk/table. DO NOT HANDLE THE WEAPON again until you are directed by your instructor or when directed by instructions contained in this package. DO THIS NOW!

Criterion Exercise 2

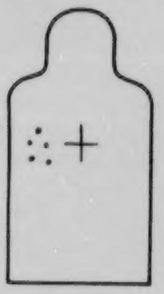
To academically acquaint you with the proper methods of making sight corrections, complete the following under the supervision of your instructor. Pick up your weapon and GO TO YOUR INSTRUCTOR NOW!

1. You are to fire at a target which is 350 meters distant. To hit the target, you must select the proper aperture. DO THIS NOW!

2. You fire five rounds at a target 100 meters distant. Your shot group (all five shots) is 4 inches to the left of your point of aim (figure A below). Make the adjustment necessary to bring your shot group to your point of aim. DO THIS NOW!

3. You fire five rounds at a target 100 meters distant. Your shot group is 4 inches to the right and 3 inches high of your point of aim (figure B below). Make the adjustment necessary to bring your shot group to your point of aim. DO THIS NOW!

4. You fire five rounds at a target 100 meters distant. Your shot group is 2½ inches left and 6½ inches low of your point of aim (figure C below). Make the adjustment necessary to bring your shot group to your point of aim. DO THIS NOW!



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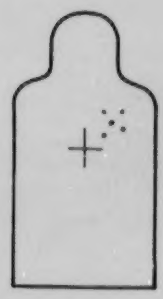
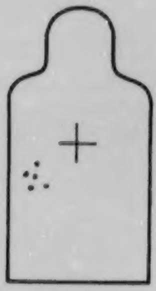


B



C

NOTE: Later during your training, you will be given the opportunity to make sight corrections as you fire your weapon.

Pull the charging handle to the rear, lock the bolt to the rear and insure the weapon is SAFE. Place the weapon on the desk/table. DO NOT HANDLE THE WEAPON again until you are directed by your instructor or when directed by instructions contained in this package. DO THIS NOW!

OBJECTIVE NO. 3. Perform marksmanship fundamentals required to effectively handle and control the M16 rifle in a safe manner.

STUDY ASSIGNMENT

Student Text 50-1, volume IV, *Rifle, 5.56mm M16 (M16A1)*, chapter 4, Preparatory Marksmanship Training, and complete the following exercises.

Learning Exercise 3-5

Write "T" for each true statement and "F" for each false statement.

____1. If the target is high, the left hand is moved to your body, thereby raising the muzzle of the weapon.

____2. The proper placement of the butt of the stock lessens the effect of recoil.

____3. Stock weld must be maintained against the stock to minimize the effect of recoil.

____4. Experience has shown that your vision may blur after a 10-second hold.

____5. Automatic fire normally is used whenever pinpoint accuracy is required.

____6. In the prone position your right elbow should be under the weapon and the legs spread far enough apart to allow the inside of your ankles to rest on the ground.

Turn to page 3-17 for correct responses to Learning Exercise 3-5.

STUDY ASSIGNMENT

Student Text 50-1, volume IV, *Rifle, 5.56mm M16 (M16A1)*, chapter 5, Preventive Maintenance. Pay particular attention to the CAUTION blocks and complete the following exercise.

Learning Exercise 3-6

Write "T" for each true statement and "F" for each false statement.

____1. Your role in the performance of maintenance service is to perform weekly service on your M16 rifle.

____2. The outer surface of your weapon should be cleaned or polished with a treated cloth or other commercial compounds.

____3. Tighten loose parts and replace broken or worn parts as authorized.

____4. Attempt to remove discoloration caused by heat on the bolt rings and under the lip of the extractor.

____5. The firing pin and firing pin recess in the bolt should have a light coat of lubricant.

____6. Use a wire brush on aluminum surfaces.

____7. After cleaning the rifle, lightly lubricate the bore and chamber to prevent corrosion and pitting.

Turn to page 3-17 for correct responses to Learning Exercise 3-6.

Your next exercises will be subdivided into two areas:

a. Dry Fire.

b. Record Course of Fire.

Criterion Exercise 3

This exercise will consist of the physical performance of firing techniques to include:

1. Sight picture
2. Breath control
3. Trigger squeeze
4. Night vision techniques
5. Positions
6. Loading and unloading

You will be observed and evaluated by your instructor on your performance.

OBJECTIVE NO. 4: Qualify with the M16 rifle in accordance with AFR 50-57.

Criterion Exercise 4

In order to qualify with the M16 rifle you will be required to complete this exercise. It will consist of Courses of Fire as required by AFR 50-57. You will be informed by your instructor what these Courses of Fire are, and you must achieve a minimum qualifying score on each before you will be allowed to proceed to the next Course of Fire.

OBJECTIVE NO. 5: Given proper cleaning equipment, perform care and cleaning of the M16 rifle.

Criterion Exercise 5

After having achieved a qualifying score on your Record Courses of Fire, you will be directed by your instructor to report to the weapons-cleaning area to clean, lubricate and function-check your M16 rifle as indicated in volume IV, for the final completion of training with the M16 rifle.

STUDY ASSIGNMENT

Student Text 50-1, volume IV, *Rifle, 5.56mm M16 (M16A1)*, chapter 6, Utilization of the M16 Rifle.

NOTE: Since you will not be returning to the classroom before your training with the rifle is completed, review the following:

Volume IV, paragraph 2-9, and chapter 4, part II.

When you have completed your review, insure your weapon is cleared. Leave your training material on the desk/table and sling your weapon on your shoulder.

Report to your instructor for your evaluation of the following phases:

a. Safe handling procedures.

b. Dry Fire techniques.

c. Record Course of Fire.

d. Cleaning the M16 rifle.

Your instructor will evaluate your sight adjustments.

CORRECT RESPONSES — RIFLE, 5.56mm M16 (M16A1)

Learning Exercise 3-1

1. T. 2. F. 3. F. 4. T. 5. T. 6. T. 7. F. 8. b. 9. c.

Learning Exercise 3-2

1. Stock. 2. Pistol Grip. 3. Rear Sight Windage Drum. 4. Carrying Handle.
5. Hand Guard Slip Ring. 6. Hand Guard. 7. Front Sight Assembly.
8. Flash Suppressor. 9. Magazine. 10. Magazine Release. 11. Sling.
12. Butt Plate. 13. Bolt Release. 14. Charging Handle. 15. Safety Selector Lever.
16. Trigger. 17. Bolt Catch.

Learning Exercise 3-3

1. Attempt to point weapon selector lever towards SAFE.
2. Remove magazine.
3. Lock bolt open.
4. Inspect receiver and chamber.
5. Check selector lever to insure it points to the SAFE position.
6. Each time the weapon fires, many parts inside the rifle function in a given order.
7. Eight.

8. T. 9. T. 10. F. 11. F.

12. Allow the bolt to go forward.
13. Remove the sling.
14. Remove handguards.
15. Press takedown pin.
16. Press pivot pin and separate upper and lower receiver groups.
17. Remove bolt carrier group.
18. Remove charging handle.
19. Disassemble bolt carrier group.

Continued on next page.

20. Remove buffer assembly and spring.
21. Remove firing pin retaining pin.
22. Remove firing pin.
23. Remove cam pin.
24. Remove bolt.
25. Push in buffer assembly.
26. Push down on buffer retainer.
27. Depress hammer to the rear (downward).
28. Remove buffer assembly and action spring.
29. Safe position—bolt forward—pull trigger, hammer SHOULD NOT fall.

Learning Exercise 3-5

1. T. 2. T. 3. F. 4. T. 5. F. 6. T.

Learning Exercise 3-6

1. F. 2. F. 3. T. 4. F. 5. T. 6. F. 7. T.

PREPARE THE MAN

STUDENT TEXT 50-1
Volume IV

Technical Training

Weapons

RIFLE, 5.56mm, M16 (M16A1)

1 May 1975

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
Department of Security Police Training
Lackland Air Force Base, Texas

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STUDENT TEXT 50-1
Volume IV

Weapons

RIFLE, 5.56mm, M16 (M16A1)

This volume contains a description of the Rifle, 5.56mm, M16. It includes instructions in the operation and maintenance of the weapon. The identity of Technical Order (TO) 11W3-5-5-1 has been retained where possible. Premarksmanship training necessary to effectively use and safely handle the weapon is also included.

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Supersedes Student Text 50-1, Volume IV, 1 Jan 1973
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Chapter 1

GENERAL INFORMATION

1-1. INTRODUCTION: General information applicable to all weapons is included in Volume I. However, some information is repeated in this volume when it significantly contributes to the safe handling and operation of the M16 Rifle.

a. An explanation of terms used within this volume can be found in attachment 2 of Volume I.

b. Special markings are used throughout this volume to draw attention to specific procedures required to prevent injury to personnel or damage to equipment.

WARNING

Procedures required to prevent injury to personnel.

CAUTION

Procedures required to prevent damage to equipment.

1-2. DESCRIPTION. The M16 Rifle is a 5.56mm, (millimeter) magazine-fed, gas-operated, air-cooled, shoulder weapon. Through the use of the selector lever, the weapon will either fire semiautomatic or full automatic.

a. The rifle is equipped with a flash suppressor which also serves as a stationary piston permitting the launching of rifle grenades without supplementary attachments.

WARNING

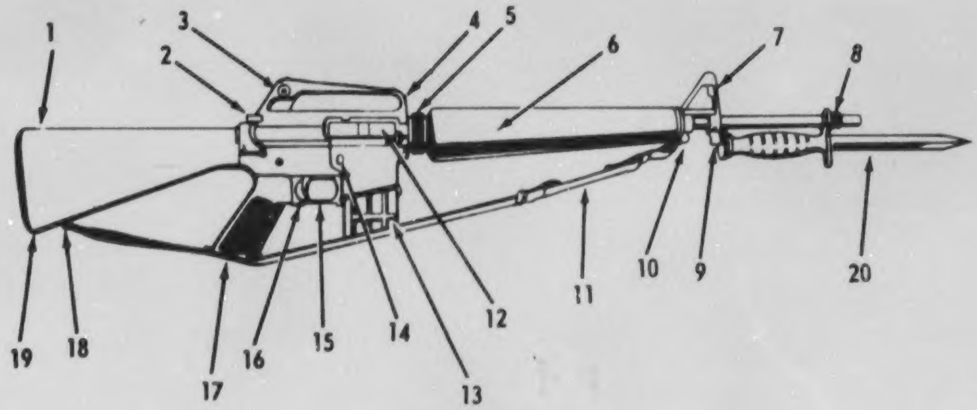
Rifle grenades are modified hand grenades designed to be fired from the M16 Rifle. If not used properly, they can be very dangerous to the firer. Special training is required prior to firing rifle grenades.

NOTE: Do not confuse rifle grenades with the 40mm Grenade Launchers.

b. The barrel is surrounded by two aluminum-lined fiber glass handguards which are notched to permit air to circulate around the barrel, and further serve to protect the gas tube.

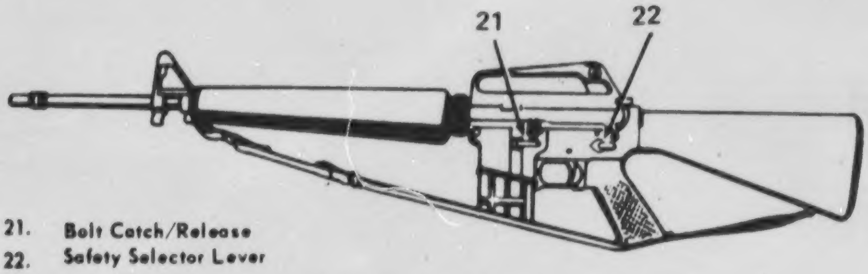
c. A hard rubber pad is attached to the butt of the weapon to protect the stock. Recoil of the M16 Rifle is not sufficient to require a recoil pad. Later models of the M16 Rifle have a cleaning-supplies compartment inside the stock.

d. A "clothespin" bipod can be used in the prone and foxhole positions. The bipod is attached to the barrel directly beneath the front sight, between the bayonet lug and front sling swivel.



M16 Rifle, Right Side View

1. Stock
2. Charging Handle
3. Rear Sight Windage Drum
4. Carrying Handle
5. Hand Guard Slip Ring
6. Hand Guard
7. Front Sight Assembly
8. Flash Suppressor
9. Bayonet Lug
10. Upper Sling Swivel
11. Sling
12. Ejection Port/Cover
13. Magazine
14. Magazine Catch
15. Winter Trigger Guard
16. Trigger
17. Pistol Grip
18. Lower Sling Swivel
19. Butt Plate
20. Bayonet



21. Bolt Catch/Release
22. Safety Selector Lever

M16 Rifle, Left Side View

Figure 1-1. M16 Rifle, Nomenclature.

e. The trigger guard is easily adaptable to winter operations. A spring-loaded retaining pin is depressed with a cartridge point to allow ready access to the trigger when wearing arctic mittens.

f. An ejector port cover is provided to prevent dirt or sand from getting into the ejection port. The cover should be closed during periods when firing is not anticipated. It will open automatically by the forward or rearward movement of the bolt carrier.

Figure 1-1 also illustrates some of the accessories which add to the versatility of this weapon. Much of the versatility and performance is gained through several new and unique design construction features.

1-3. GENERAL DATA

a.	Weight	Pounds
	(1) Rifle without magazine and sling	6.7
	(2) Loaded magazine, 20 rounds	.7
b.	Length	Inches
	(1) Rifle with bayonet-knife, M7	44.25

c. Sights

(1) Front	Adjustable post type. Each adjustment notch (or click) will move the strike of the bullet 2.8 centimeters or 1.1 inch per 100 meters of range. Elevation (up or down) adjustments are made on the front sight.
(2) Rear	Adjustable peep (aperture) type, with choice of 2 range settings. Normal range setting for 0 to 300 meters. Long range setting identified by letter "L" stamped just below the long-range aperture. Each click will move the strike of the bullet 2.8 centimeters or 1.1 inches per 100 meters of range. Windage (left or right) adjustments are made on the rear sight.

d. Ammunition, caliber 5.56mm. There are many types of ammunition for the M16 Rifle. However, the three types you are most likely to use are ball, tracer and dummy.

(1) Ball, M193	5.56mm center-fire cartridge with a 55-grain gilding metal jacketed, lead alloy core bullet. The primer and case are waterproofed. This round is the basic cartridge for field use and has no identifying marks.

(2) Tracer, M196 — Tracer ammunition has the same basic characteristics as the ball. It is identified by a red painted tip. Its primary uses are for observation of fire, incendiary effect and signaling.

> **CAUTION**
>
> The use of 100 percent tracer may cause deposits of bullet jacket material (metal foulings) to form in the bore and rifling grooves of the barrel. Metal fouling is extremely difficult to remove and constitutes a potential safety hazard. Therefore, when tracer is fired, it will be intermixed with ball ammunition at a ratio no greater than one to one with a preferred ratio of four balls, one tracer.

(3) Dummy — Cartridge can be identified by six longitudinal corrugations in the case.

e. Terms

(1) Cyclic rate of fire	The rate at which a weapon fires automatically.
(2) Sustained rate of fire	Actual rate of fire that a weapon can continue to function for an indefinite length of time without seriously overheating.
(3) Maximum rate of fire	The maximum number of rounds the average rifleman can fire in one minute, disregarding hits on the target.
(4) Maximum range	The greatest distance that a weapon can fire.
(5) Maximum effective range	The greatest distance that an average shooter can expect to consistently hit the target.

f. Operational Characteristics

(1) Cyclic rate of fire	700-800 rpm
(2) Sustained	12-15 rpm
(3) Maximum rate of fire	
a. Semiautomatic	45-65 rpm (rounds per minute)
b. Automatic	150-200 rpm
(4) Maximum range	2653 meters
(5) Maximum effective range	460 meters

Chapter 2

MECHANICAL TRAINING

2-1. INTRODUCTION: This chapter contains precautions and instructions for mechanical training with the M16 Rifle.

2-2. CLEARING THE M16 RIFLE. The first consideration in handling any weapon is to make sure it is safe by clearing (unloading) it.

> **WARNING**
>
> The following five clearing steps must be followed in exact order given or the weapon may not clear properly.

a. Attempt to move the selector lever to the SAFE position (figure 2-1). Selector lever will not move to SAFE position unless the weapon is cocked. If the selector lever will not move to the SAFE position, do not attempt to cock the weapon, instead go on to the next step.

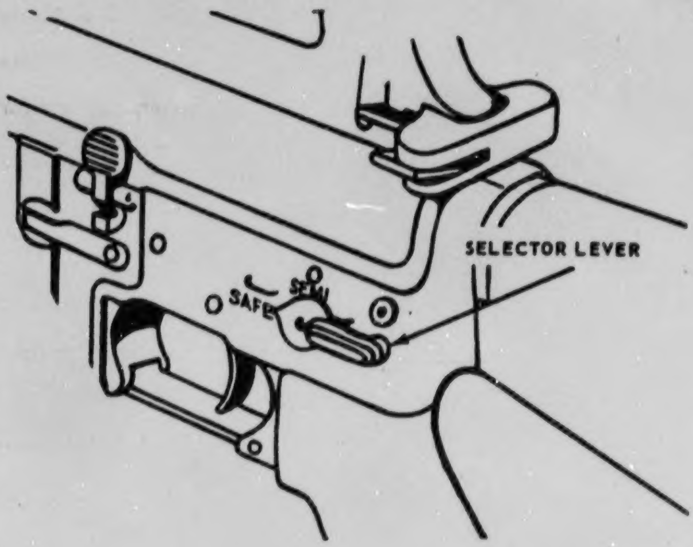


Figure 2-1. Selector in SAFE Position.

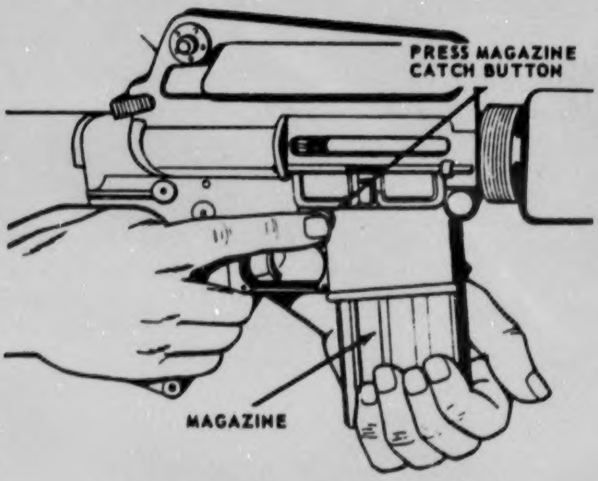


Figure 2-2. Removal of Magazine.

b. Remove magazine by pressing magazine catch button with your right index finger (figure 2-2) and allow magazine to drop into your left hand.

NOTE: Left-handed shooters press magazine catch button with your right thumb and remove magazine with your right hand.

c. Lock bolt to the rear by pressing bottom of the bolt catch with your left thumb while pulling the charging handle to the rear with your right hand. Keep pressure on the bottom of the bolt catch and allow the charging handle to move forward slowly until bolt engages the bolt catch (approximately one-eight inch). Release pressure on the bottom of the bolt catch and return the charging handle to its forward position.

NOTE: Left-handed shooters press the bottom of the bolt catch with your right middle finger and pull the charging handle to the rear with your left hand.

d. Inspect the receiver and chamber of the weapon by looking through the ejection port to insure these areas contain no ammunition.

e. Insure selector lever points to the SAFE position.

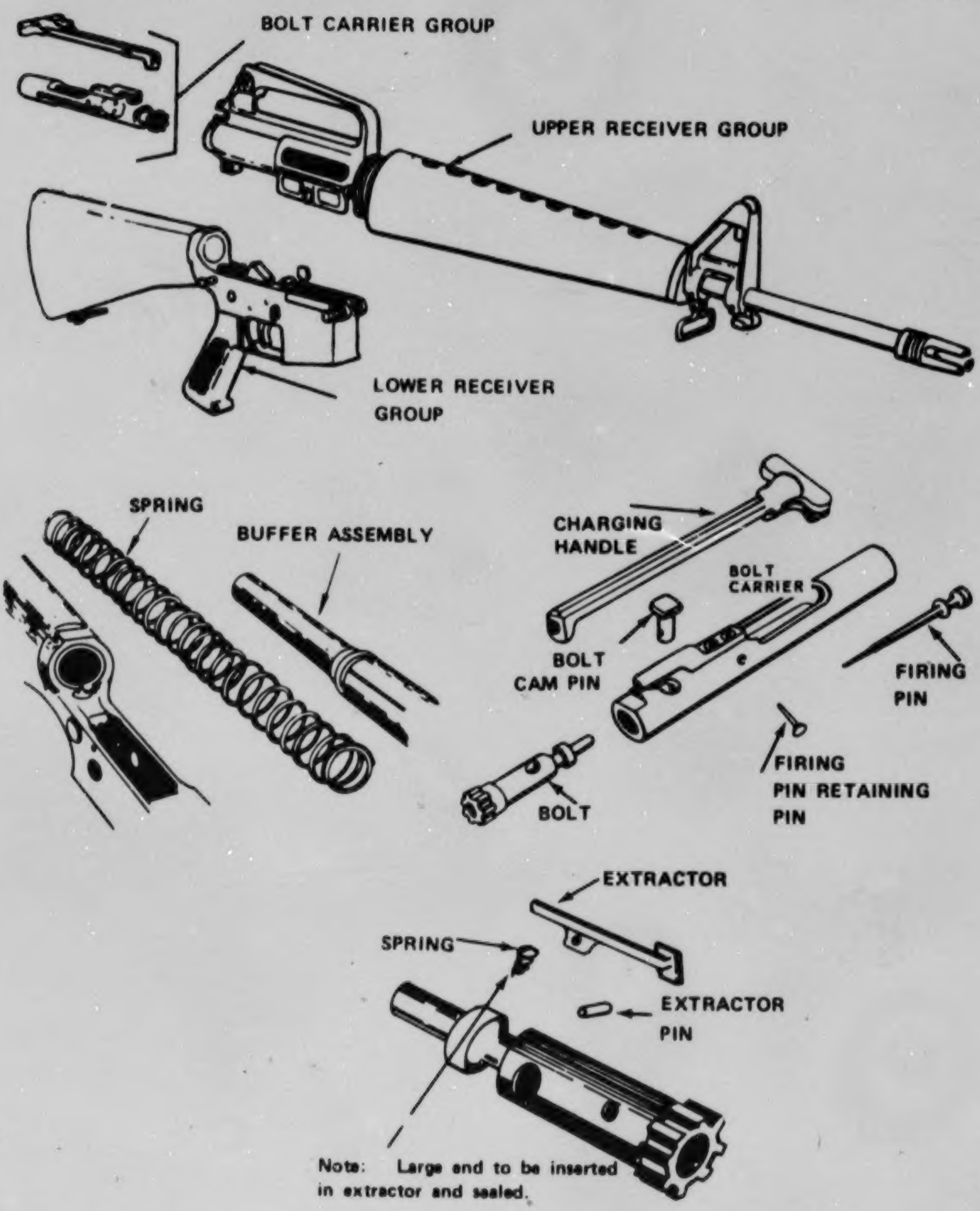
2-3. FIELD STRIPPING. Security policemen are authorized to disassemble the M16 Rifle to the extent called field stripping (figure 2-3). The weapon should only be field stripped when necessary for cleaning or training personnel. The M16 Rifle is easily field stripped and no force is required.

WARNING

Insure weapon is properly cleared before attempting field strip.

CAUTION

Selector lever must be in the SAFE position to prevent damage to the automatic sear during field strip.



Note: Large end to be inserted in extractor and sealed.

Figure 2-3. M16 Rifle Field Stripped.

a. The M16 Rifle is field stripped as follows:

(1) Allow the bolt to go forward.

(2) Place the weapon on a flat surface on its right side, (ejection port down) muzzle to the left (figure 2-4). Use the nose of a cartridge or your thumb to press the takedown pin as far as possible. Reach on the other side of the receiver and pull takedown pin out as far as possible.

NOTE: Takedown pin will not come completely out of the lower receiver.

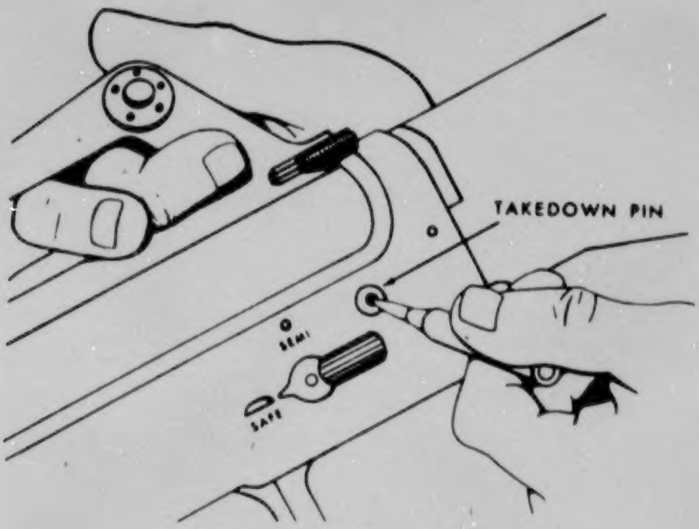


Figure 2-4. Disengage Takedown Pin.

WARNING

Do not allow upper receiver to fall against magazine well. This action could severly pinch your hand or break handguards (figure 2-5).

(3) Upper and lower receiver will now separate on pivot pin.

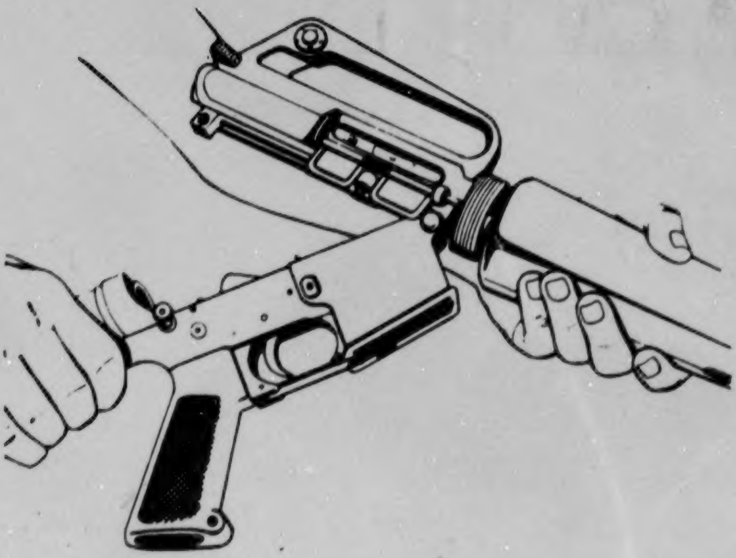


Figure 2-5. Opening Receiver.

(4) Pick up weapon and pull charging handle to rear about 3 inches (figure 2-6). Bolt carrier will also come to the rear under the charging handle. Remove bolt carrier by pulling it further to the rear (figure 2-7) and lay it to one side.

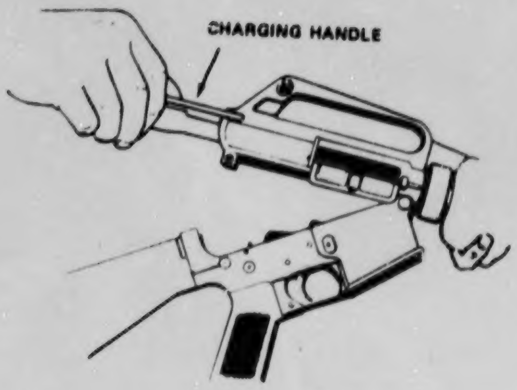


Figure 2-6. Pull Charging Handle to Rear.

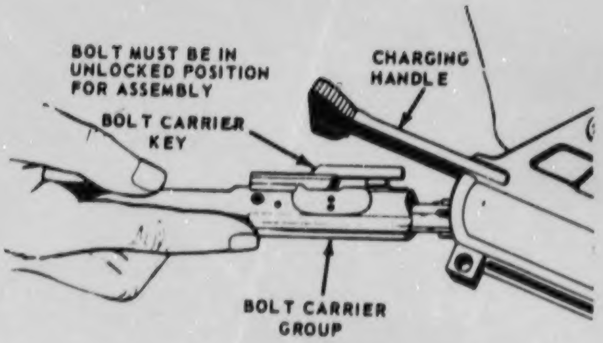


Figure 2-7. Removal of Bolt Carrier Group.

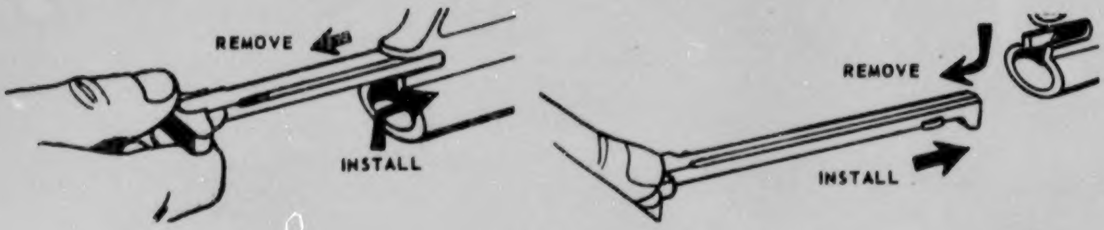


Figure 2-8. Removal of Charging Handle.

(5) Remove charging handle by pulling it slowly to rear while pressing gently down (figure 2-8). Lay the charging handle and upper and lower receiver to one side.

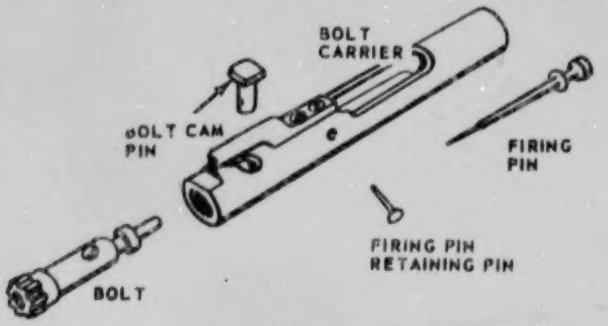


Figure 2-9. Bolt Carrier Parts.

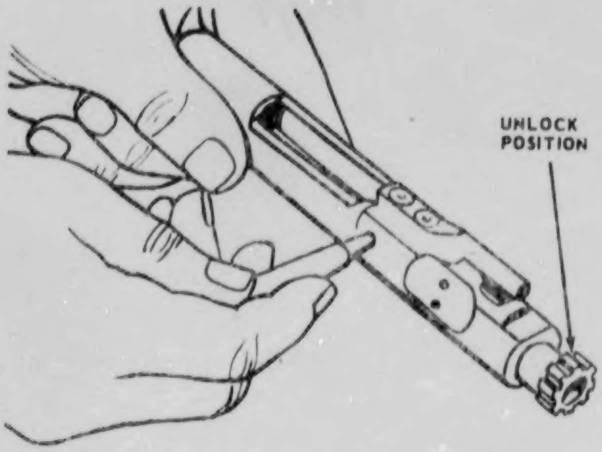


Figure 2-10. Removal of Firing Pin Retaining Pin.

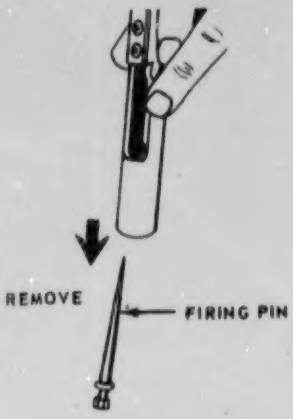


Figure 2-11. Removal of Firing Pin.

(6) Disassemble bolt carrier group as follows.

(a) Using the nose of a cartridge or other sharp object, press out the firing pin retaining pin as far as possible (figure 2-10). Remove firing pin retaining pin. Elevate the front of the bolt carrier and allow the firing pin to drop out (figure 2-11).

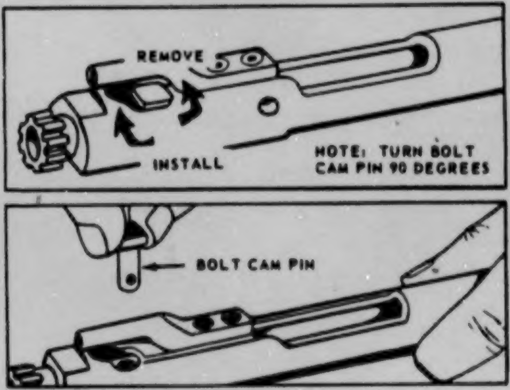


Figure 2-12. Removal of Bolt Cam Pin.

(b) Rotate the bolt cam pin 90 degrees (one-fourth turn) in either direction. Press the bolt into the bolt carrier so the bolt cam pin is cammed to the side. The bolt cam pin can now be removed (figure 2-12).

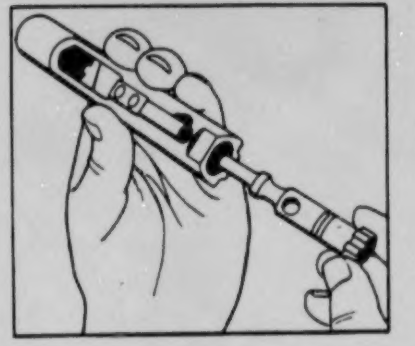


Figure 2-13. Removal of Bolt from Bolt Carrier.

(c) Remove bolt from bolt carrier by pulling it forward from bolt carrier.

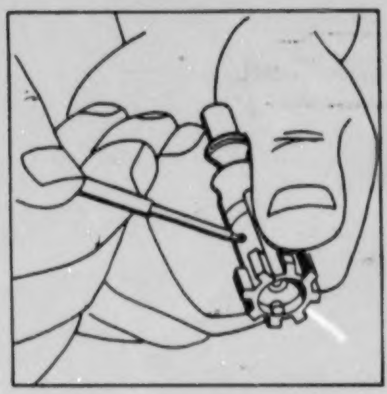
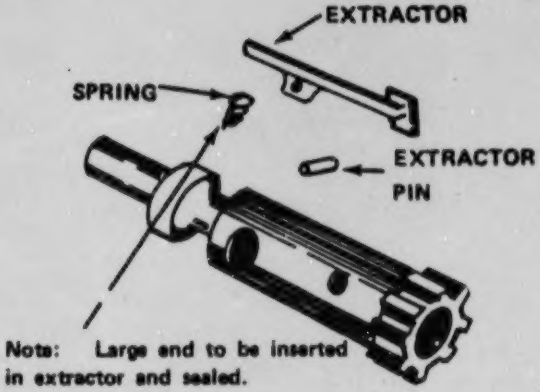


Figure 2-14. Removal of Extractor.



Note: Large end to be inserted in extractor and sealed.

Figure 2-15. Bolt Assembly Parts.

(7) Remove extractor from bolt by maintaining pressure on extractor with left thumb while pushing out extractor pin with the firing pin (figure 2-14). Remove pin, extractor and spring (figure 2-15).

NOTE: Removal of the extractor is authorized for cleaning purposes only.

CAUTION

Extreme care should be used to insure that the extractor spring and retaining pin are not deformed or lost during cleaning operations.

(8) Remove sling from upper and lower receiver.

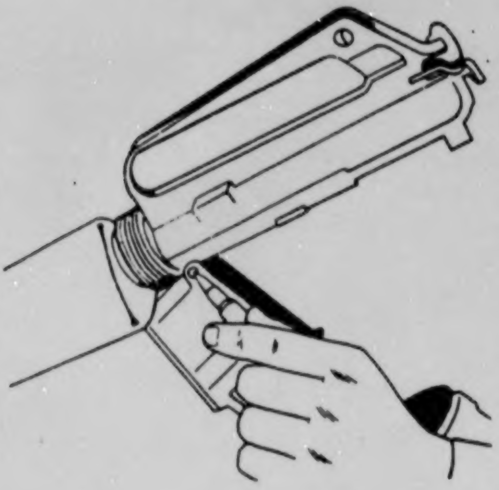


Figure 2-16. Disengage Receiver Pivot Pin.

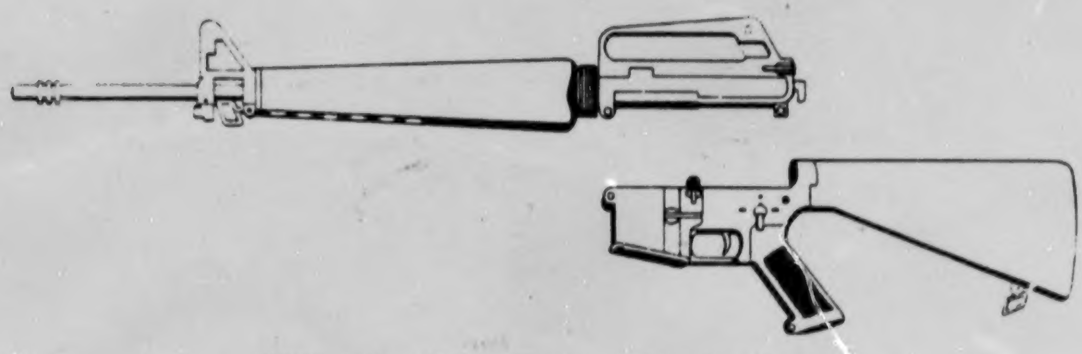


Figure 2-17. Upper and Lower Receiver Groups.

(9) Disengage receiver pivot pin and separate upper and lower receiver (figures 2-16 and 2-17).

NOTE: Receiver pivot pin should not come completely out of the lower receiver.

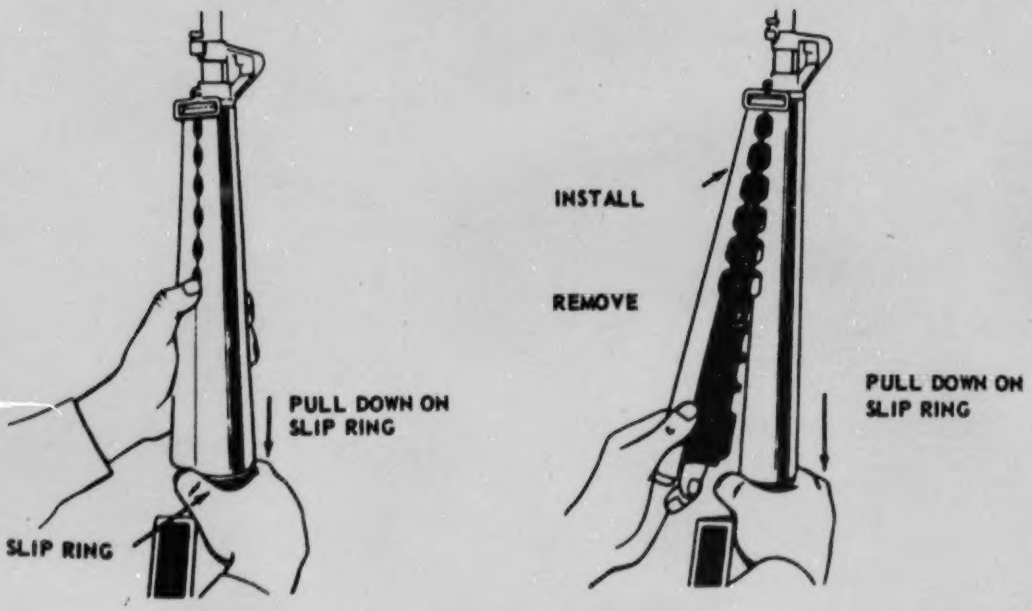

INSTALL
REMOVE
PULL DOWN ON SLIP RING
PULL DOWN ON SLIP RING
SLIP RING

Figure 2-18. Removal of Handguards.

(10) Remove handguards one side at a time as follows (figure 2-18).

(a) Place rear of upper receiver on table, muzzle pointed up, carrying handle facing away from you.

(b) Grasp slip ring tightly, pull down hard on slip ring. As slip ring moves down, pull out on bottom of handguard.

(c) After bottom of handguard clears slip ring, pull down on handguard and remove.

(d) Rotate upper receiver so carrying handle is facing you. Repeat procedure to remove remaining handguard.

CAUTION

Handguards should only be removed when absolutely necessary for cleaning.

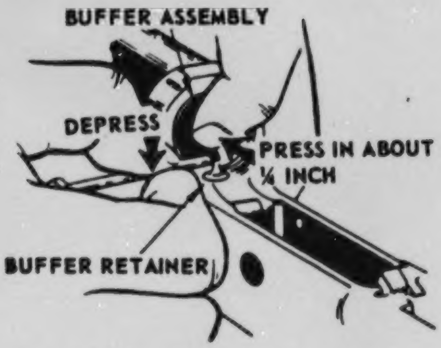


Figure 2-19. Removal of Buffer Assembly.

(11) Using your left thumb, push in on the buffer assembly. With the nose of a cartridge, or the tip of the firing pin, push down on the buffer retainer. Depress the hammer to the rear (downward) sufficiently to allow the buffer assembly to clear the hammer. Remove the buffer assembly and the action spring (figure 2-19).

(12) This completes field stripping..

2-4. ASSEMBLY. To assemble the rifle, reverse the procedures for disassembly.

a. To assemble the buffer assembly, insert buffer assembly into spring, insert buffer and spring, spring end first, into the lower receiver extension. Depress the cocked hammer to allow passage of the buffer assembly into the lower receiver extension. Depress the buffer retainer with the nose of a cartridge or tip of the firing pin, seat the buffer assembly and release the buffer retainer.

b. To assemble handguards, reverse the procedure for disassembly.

c. Place the upper receiver group and lower receiver group together and reseat the pivot pin.

d. Install sling.

e. Assemble bolt carrier assembly as follows.

(1) Insert the bolt into front of the bolt carrier.

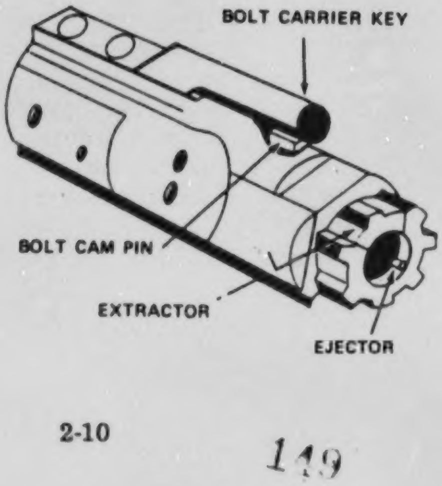


Figure 2-20. Bolt Carrier Assembly, Front View.

(2) Hold bolt carrier so you are looking at the face of the bolt, with bolt carrier key on top (figure 2-20). Turn bolt until extractor is top left (near the 10 o'clock position). Ejector will be low right (near the 4 o'clock position). Now look into the cam slot. The hole through the bolt that houses the bolt cam pin should be lined up to receive the bolt cam pin. Insert bolt cam pin into the cam slot and rotate cam pin 90 degrees (1/4 turn) to align the holes for the firing pin.

NOTE: Both the bolt cam pin and the hole through the bolt are slightly tapered. The bolt cam should not fit unless the bolt is positioned in the carrier as explained in paragraph 2 above.

(3) Insert firing pin from rear (figure 2-21). Insure firing pin is fully forward.

NOTE: Before inserting firing pin retaining pin, look closely at both sides of the bolt carrier. One side has four holes (three holes are gas pressure relief ports, one houses the firing pin retaining pin). The other side of the bolt carrier has only one hole *(for the firing pin retaining pin).* You must insert the firing pin retaining pin into the side of the bolt carrier that has only one hole.

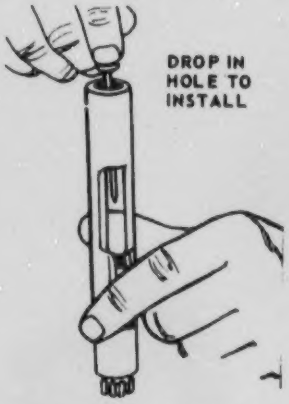


Figure 2-21. Install Firing Pin.

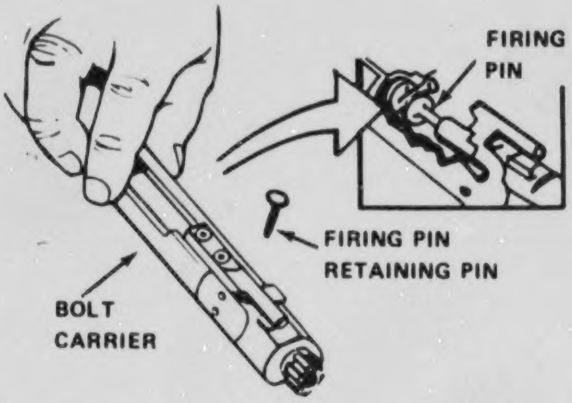


Figure 2-22. Install Firing Pin Retaining Pin

(4) Double check to insure firing pin is fully forward, and insert firing pin retaining pin. If resistance is met, rotate retaining pin clockwise while inserting.

CAUTION

Do not attempt to spread the slotted end of the firing pin retaining pin.

(5) Chcek for proper assembly by elevating the front of the bolt. Shake bolt carrier up and down. You will hear the firing pin move back and forth a small distance (approximately one-eighth inch) but it should not fall out. If the firing pin drops out, the firing pin retaining pin is not behind the large shoulder on the firing pin (figure 2-22). Remove firing pin retaining pin, reinstall firing pin, insuring firing pin is fully forward and reinstall firing pin retaining pin.

(6) Grasp the upper receiver with the carrying handle up. Place the charging handle into the groove in the top of the upper receiver. The lugs on the charging handle must be seated in their grooves in the receiver. Place the bolt carrier group into the open end of the receiver, insuring that the bolt carrier key is in the slot on the underside of the charging handle and the bolt is forward in the unlock position. Push forward on the bolt carrier group and charging handle until fully seated.

(7) With the hammer cocked and selector lever in the SAFE position, close the weapon and seat the takedown pin.

2-5. FUNCTION CHECK. Each time the weapon is disassembled, cleaned, and reassembled, a check must be made to insure that all parts are properly assembled and the mechanisms are working properly in the SAFE, SEMI and AUTO positions. Any portion of the check may be used alone to determine the operational condition of any specific fire selection. The function check may be performed in the closed or open receiver position.

a. Open Receiver. To perform the open receiver function check, the following procedures apply:

NOTE: Disengage the takedown pin and pull the upper receiver away from the lower receiver. Hammer should be in cocked position.

(1) SAFE Position.

- Place the selector lever on SAFE. If the hammer is not cocked, cock it at this time.

- Cup your left palm over and on the hammer so that the hammer does not fly forward. Pull the trigger. You should hear no sound, and the hammer should not release. This function checks the safety. Release pressure on the trigger and continue to the next step.

(2) SEMI Position.

- Place the selector lever on SEMI position. If the hammer is not cocked, cock it at this time.

- Cup your left palm over and on the hammer. Pull the trigger. The hammer should release. Maintain pressure on the trigger. Recock the hammer.

- Release the trigger. You will hear a "clunk" sound. The "clunk" tells you the weapon will not fire automatic when the selector is in SEMI position. This function checks the semi position.

(3) AUTO position.

- Place the selector lever in the AUTO position. If the hammer is not cocked, cock it at this time.

- Cup your left palm over and on the hammer. Pull the trigger. Push forward on the automatic sear (hammer should release). Maintain pressure on the trigger and the sear.

- Attempt to recock the hammer (the hammer should *not* cock).

- Release the trigger and the automatic sear. You should hear no sound or a light click. Recock the hammer. This function checks the auto position.

- Place the selector lever on SAFE. Close the upper and lower receiver, lock the bolt to the rear. The weapon is cleared and the function check is completed.

CAUTION

Failure to move the selector lever to SAFE or SEMI position before closing the receiver will damage the automatic sear.

b. Closed Receiver. To perform the closed receiver function check, the following procedures apply:

(1) SAFE Position.

- Selector lever on SAFE. Bolt forward. Pull the trigger, hammer should not fall.

(2) SEMI Position.

- With selector lever on SEMI, pull the trigger, hammer should fall. Maintain pressure on the trigger, recock the weapon. When releasing pressure on the trigger, you should hear an audible clunk.

(3) AUTO Position.

- With the selector lever on AUTO, pull the trigger and maintain pressure on the trigger. Recock the weapon, the hammer should fall when the bolt goes forward. Release the trigger, you should not hear the sound of moving parts.

NOTE: If the weapon fails to function in any of the selector lever positions, record the malfunction and forward the weapon and information to the armorer.

2-6. CYCLE OF OPERATION. The purpose of this training is to give you knowledge of the working parts of the M16 Rifle so that you will understand its operation, be able to locate and reduce stoppages, and properly maintain the weapon. Each time the weapon fires, many parts inside the rifle function in a given manner. This is known as the CYCLE OF OPERATION. To better understand how the weapon works, the cycle of operation is divided into eight steps. Keep in mind that some of these steps take place individually, and some happen simultaneously. There are some differences in the cycle of operation between semiautomatic and automatic fire. These differences are explained as they occur in the individual steps. The eight steps are:

a. Firing. There is a round in the chamber, hammer cocked, selector in the SEMI or AUTO positions, nose of the trigger (front part) is holding the hammer back by the sear notch (notch cut in bottom of the hammer). As you squeeze the trigger, it rotates slightly on the trigger pin causing the trigger nose to move down, slipping out of the sear notch. This releases the hammer to move forward. Driven by the hammer spring, the hammer strikes the firing pin, which in turn strikes the primer, firing the round. The bullet moves through the barrel driven by extreme pressure. As the bullet passes the gas port (a small hole on the inside of the barrel just under the front sight assembly) a small amount of this pressure leaks through the gas port, back down the gas tube through the bolt carrier key and into the bolt carrier. This pressure, now inside the bolt carrier, forces the firing pin to the rear against the firing pin retaining pin causing the bolt carrier to move to the rear.

b. Unlocking. As the bolt carrier moves to the rear, the bolt cam pin moves in the cam track, turning the bolt approximately one-eighth turn to the right. This unlocks the bolt from the barrel extension, allowing the bolt to come to the rear with the bolt carrier.

c. Extracting. As the bolt comes to the rear the extractor pulls the empty cartridge case from the chamber.

d. Ejecting. While the extractor is gripping the base of the cartridge case on one side, the ejector is pushing out on the other side. This causes the forward end of the empty cartridge case to move to the right. As soon as the rearward movement of the bolt allows, the empty cartridge case will flip out through the ejection port.

e. Cocking. There is some difference between SEMI and AUTO, each will be explained separately.

(1) SEMI. As the bolt carrier moves to the rear, it rides over the hammer forcing the hammer back down to the cocked position. The bolt carrier goes on to the rear, compressing the action spring until its rearward movement is stopped by the buffer. The buffer absorbs most of the recoil when the action spring drives the bolt carrier forward toward the chamber. This action happens so fast it is impossible to release the trigger quickly enough for the trigger nose to catch the sear notch and prevent multiple firing. For this reason a disconnector is built into the top of the trigger. When the trigger is pulled to the rear the disconnector (a small hook) catches the hammer hook (another small hook on the inside of the hammer) and holds the hammer to the rear until the trigger is released. When the trigger is released, the disconnector releases the hammer, the hammer moves forward slightly and the nose of the trigger moves up and catches the hammer by the sear notch. Cocking in the SEMI position is now complete.

(2) AUTO. As in SEMI, the bolt carrier moves to the rear, pushing down the hammer and going back against the buffer and action spring. However, the center cam of the selector prevents the disconnector from engaging the hammer. Instead, the automatic sear is now positioned so it can catch the upper hook (flat surface on the top rear of the hammer) holding the hammer to the rear (cocked). As the bolt carrier comes forward, the bottom of the bolt carrier strikes the automatic sear, causing it to release the hammer. The weapon will continue to fire full automatic until the trigger is released or all ammunition is expended. When the trigger is released, the nose of the trigger moves up to catch the hammer by the sear notch holding the hammer to the rear. When all ammunition is expended, the hammer will strike the firing pin one last time on the empty chamber.

f. Feeding. As the bolt moves forward, the face of the bolt will push the top round of ammunition from the magazine toward the chamber. As soon as the top round clears the magazine, the magazine spring pushes the next round into position.

g. Chambering. As the bolt continues forward, it forces the round into the chamber. The locking lugs on the face of the bolt slip between the locking lugs on the barrel extension. The extractor slips over the base of the round and the ejector is compressed into the face of the bolt.

h. Locking. As the bolt carrier enters the last one-half inch of its forward movement, the bolt cam pin moves in the cam track turning the bolt approximately one-eighth turn to the left. This locks the bolt into the barrel extension completing one complete cycle of operation.

NOTE: As the last round leaves the magazine toward the chamber, the magazine follower will push up on the bolt catch tang. As soon as the bolt carrier clears the bolt catch, the bolt catch will move up into position and lock the bolt to the rear. Removing the magazine will not cause the bolt to go forward.

2-7. **DISASSEMBLY OF THE MAGAZINE.** To properly perform maintenance on the magazine, it must be disassembled. The magazine is disassembled as follows:

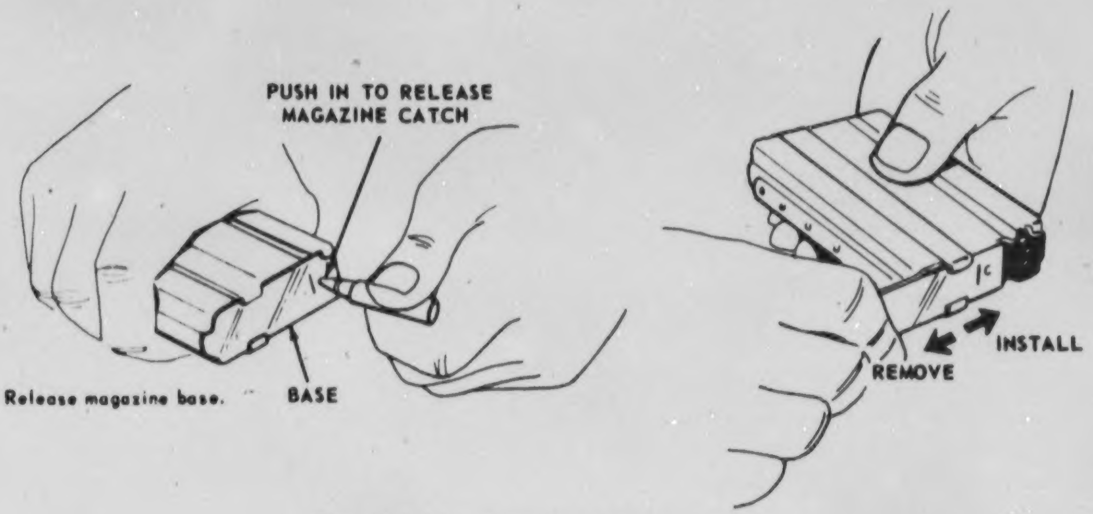
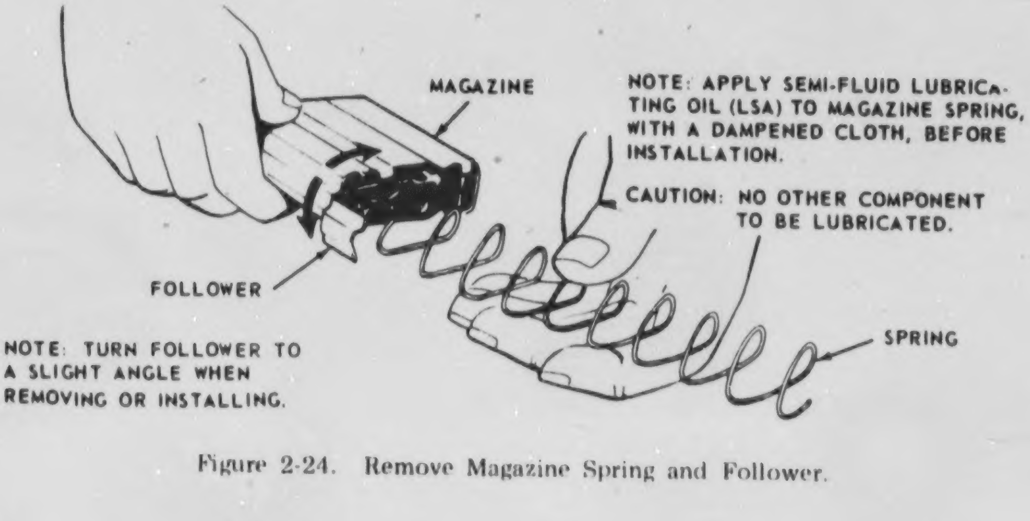


Figure 2-23. Remove Magazine Base.

a. Hold the magazine in your right hand, open end to your right, short edge near your body (figure 2-23).



NOTE: APPLY SEMI-FLUID LUBRICATING OIL (LSA) TO MAGAZINE SPRING, WITH A DAMPENED CLOTH, BEFORE INSTALLATION.

CAUTION: NO OTHER COMPONENT TO BE LUBRICATED.

NOTE: TURN FOLLOWER TO A SLIGHT ANGLE WHEN REMOVING OR INSTALLING.

Figure 2-24. Remove Magazine Spring and Follower.

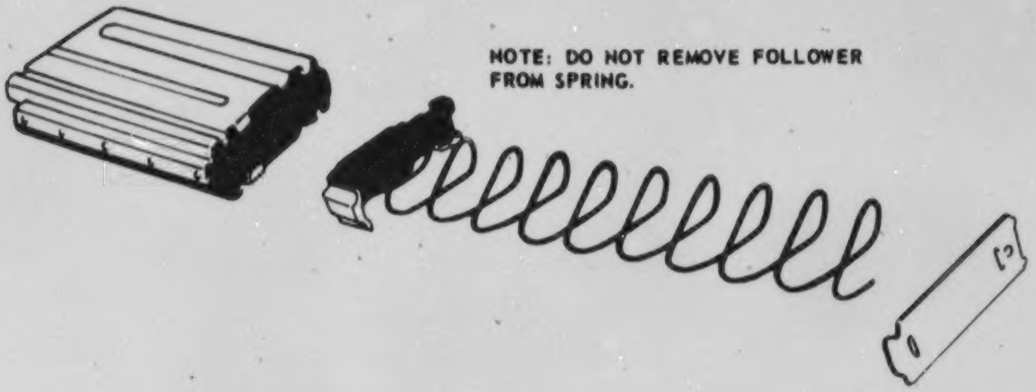
b. Insert the nose of a cartridge into the hole in the base of the magazine, depressing the steel lock band and at the same time exerting a slight pressure on the base, pushing it away from your body or toward the long edge of the magazine.

c. Slide the base forward until it is free of the tabs.

NOTE: Keep your left thumb over the magazine spring to prevent it from partially springing out of the magazine.

d. To remove the magazine spring, disengage it from the tabs on the magazine sides and pull it free of the magazine (figure 2-24).

e. The follower which is attached to the end of the magazine spring must be canted in order to clear the tabs (figure 2-24).



NOTE: DO NOT REMOVE FOLLOWER FROM SPRING.

Figure 2-25. Magazine Parts.

f. Clean the exterior and interior of the magazine with a dry patch. The magazine spring is lightly oiled with LSA lubricant.

2-8. ASSEMBLY OF THE MAGAZINE. To assemble the magazine, the parts are replaced in reverse order of removal.

a. Place the small end of the follower in the magazine. Slip it under the spring steel lock band and cant the follower to clear the magazine tabs. Insure that the follower is seated properly prior to feeding the spring into the magazine.

b. Feed the spring into the magazine by pushing down and from side to side until the last coil is under the tabs.

c. Hold the spring down with your thumb and insert the base under the first set of tabs.

d. Depress the spring steel lock band; seat the base of the magazine insuring that the lock band is fully engaged. Depress the follower several times to insure that it moves freely.

2-9. LOADING THE M16 RIFLE. This operation is divided into loading and unloading the magazine and loading the weapon (inserting the magazine into the weapon).

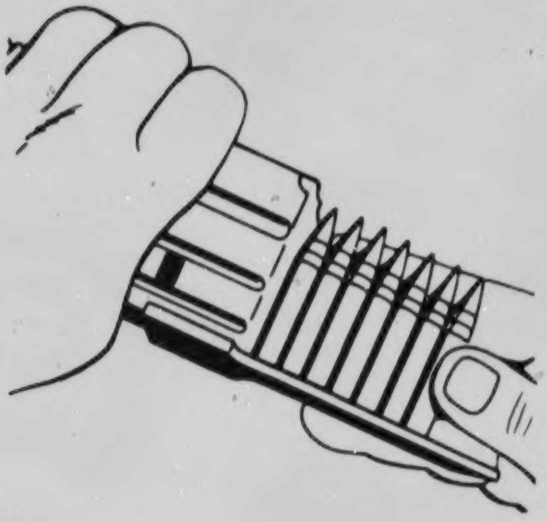


Figure 2-26. Magazine, Charger and Stripper Clip.

a. Loading the Magazine. The standard M16 magazine has a capacity of 20 rounds and may be loaded with any amount up to that capacity. A magazine charger and 10-round stripper clips are provided for faster loading. However, ammunition can be loaded into the magazine one round at a time.

CAUTION

Do not load or attempt to load more than 20 rounds in the magazine. Overloading will damage the magazine and cause stoppages of the weapon.

(1) Slide large end of the charger over top rear of magazine, insure it is on as far as possible. Slide stripper clip into small end of charger so bottom round in stripper clip is sitting on the magazine follower.

(2) Count off number of rounds you want to load and press rounds into magazine. Press on the top round as close to the stripper clip as possible or the rounds will bind in the stripper clip and loading will be difficult.

(3) Remove charger and stripper clip.

(4) Tap rear of magazine a couple of times on your other hand to seat all the rounds to the rear of the magazine. Inspect the top two rounds, insure the top round is snug against one of the magazine lips on one side of the magazine. The second round should be below and staggered to the other side of the magazine (figure 2-27).

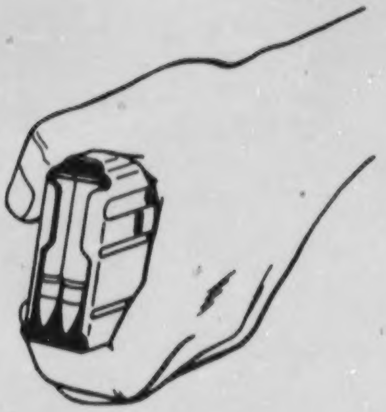


Figure 2-27. Top View of Magazine Properly Loaded.

b. Unloading the Magazine. To prevent damage to the lips of the magazine, removal of ammunition is accomplished as follows.

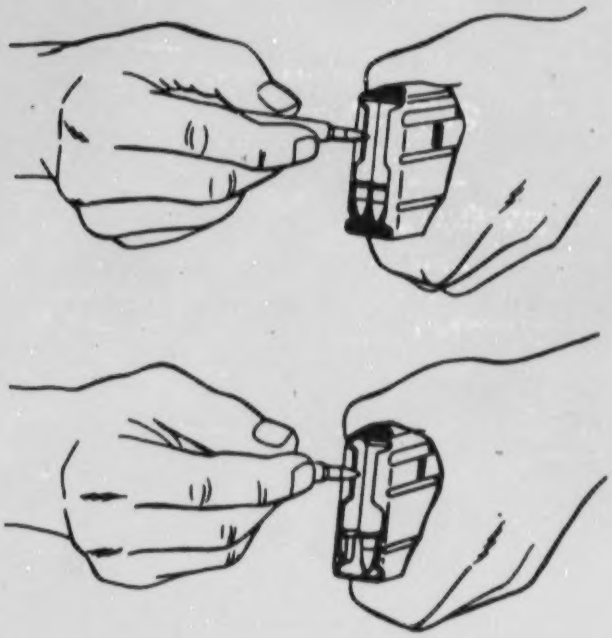


Figure 2-28. Unloading the Magazine.

(1) Hold the magazine in your left hand with the open end away from your body, nose of the cartridge down (figure 2-28).

(2) Using the nose of a cartridge, depress the center of the second round in the magazine allowing the first round to drop out of the magazine. This process is repeated until all rounds have been removed from the magazine except the last.

(3) To remove the last round, use the nose of a cartridge and depress the follower, allowing the last round to fall out.

> WARNING
>
> Prior to loading the M16, make certain the selector lever is in the SAFE position.

NOTE: The loading procedures explained here emphasize firing range operations. Different "on duty" situations are explained in Chapter 6.

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b. Loading the Rifle. Begin with a cleared weapon, selector on SAFE, magazine out, bolt to the rear, chamber empty. Hold the rifle under your right arm and grasp the pistol grip with your right hand. Point the muzzle in a safe direction. With your left hand, insert a loaded magazine into the magazine well. Push upward until the magazine catch engages the magazine and holds it in place. Again, with your left hand press the top of the bolt catch, allowing the bolt to go forward, chambering a round.

CAUTION

Do not hit or slap the magazine into the magazine well. To do so could cause the top round to become dislodged from the magazine causing a stoppage of the weapon.

CAUTION

The bolt must be allowed to go forward freely. If not it could fail to chamber the round causing a stoppage.

NOTE: Left-handed shooters, hold the rifle under your left arm and grasp the pistol grip with your left hand. Insert the magazine with your right hand. Again, with your right hand, reach over the top of the weapon pressing the top of the bolt catch, allowing the bolt to go forward.

NOTE: The weapon can be loaded from any firing position. Just remember, keep the stock tight under your arm and your shooting hand tight on the pistol grip. Handle the magazine and bolt catch with your forward hand.

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Chapter 3

SIGHT ADJUSTMENTS

3-1. INTRODUCTION. Before you make any sight adjustments, you must understand how an adjustable sight moves the strike of the bullet on the target. Any adjustment will move the strike of the bullet a specific distance at a specific range. This happens because the sight actually moves on the weapon causing the barrel to point at a different spot on the target than before the sights were adjusted. However, this is effective only if the shooter aims the weapon the same way and at the same spot on the target both before and after adjusting the sights. Adjustable sights will not help a shooter who cannot consistently hit the target near the same spot each shot.

a. The sights on the M16 Rifle are adjustable for both elevation (up and down) and windage (right and left). Elevation adjustments are made on the front sight, windage adjustments are made on the rear sight windage drum. Both sights are calibrated so that one click of either elevation or windage will move the strike of the bullet 2.8 cm (approximately 1.1 inches) at a range of 100 meters.

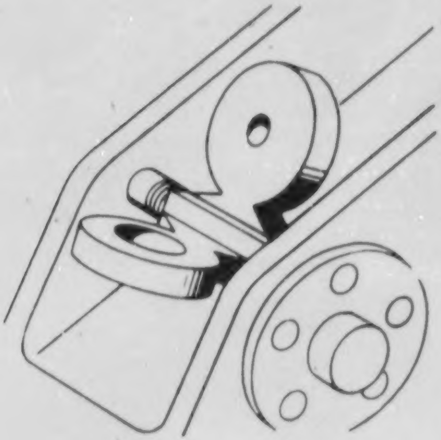

Figure 3-1. Rear Sight Aperture.

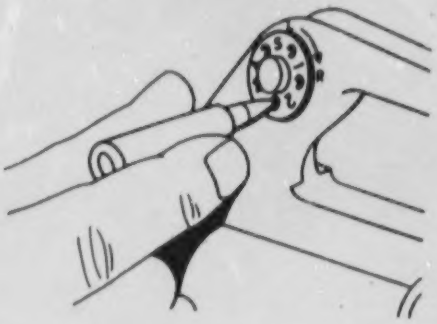

Figure 3-2. Rear Sight Windage Drum.

b. The rear sight consists of two apertures (figure 3-1) and a windage drum with a spring loaded detent (figure 3-2). The aperture marked "L" is used for ranges beyond 300 meters, and the unmarked aperture for ranges from 0 to 300 meters. Adjustments for windage are made by pressing in on the spring-loaded detent with a sharp instrument, or the tip of a cartridge, and rotating the windage drum in the desired direction of change. To move the strike of the bullet to the right, rotate the windage drum the desired number of clicks clockwise (the direction of the R, right). Reverse the direction of rotation to move the strike of the bullet to the left.

c. The front sight consists of a rotating sight post with a spring-loaded detent (figure 3-3). Adjustments are made by using a sharp instrument or the tip of a cartridge. To raise or lower the front sight post, depress the spring-loaded detent and rotate the post in the desired direction. To raise the strike of the bullet, the firer must rotate the front sight in the direction of the arrow marked UP (stamped on the front sight base): thus the strike of the bullet is raised but the post is lowered. Reverse the direction of the rotation to move the strike of the bullet down.

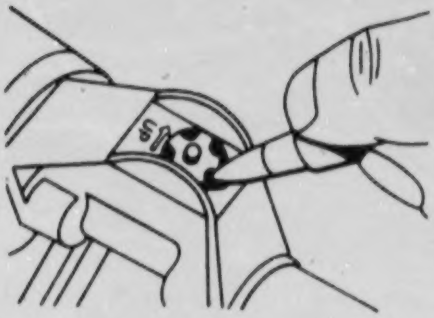

Figure 3-3. Front Sight.

d. During training in marksmanship fundamentals, all practice fire should be conducted with the rear sight centered and set on the short-range aperture. The front sight post should be set 24 clicks from its lowest position. This setting should not be changed until the shooter is able to fire a small shot group (holes in target close together). There are two reasons for this. First, beginner shooters will tend to focus their attention on manipulation of the sights rather than learning to properly apply marksmanship fundamentals. Second, during practice fire, the location of the shot group on the target is not important, it is the size of the shot group that is important.

e. To make proper sight adjustments you must fire enough shots at the target to give a good indication of how you are doing (five shots are usually enough). Careful attention must be given to practicing the fundamentals and aiming at the center of the target. Then you check your target, locating the center of the shot group. Estimate how many inches the center of the shot group is from the center of the target. For example, 5 inches low, 6 inches left. Next, get straight in your mind what adjustments are necessary to move the center of the shot group to the center of the target. For example, at a range of 100 meters, 5 clicks up, 6 clicks right. After you make the adjustment you should shoot more shots to check your adjustments. Remember, you must fire these shots just as carefully as the first shot group, practicing the fundamentals and aiming at the center of the target, or your adjustments will be meaningless.

Chapter 4

PREPARATORY MARKSMANSHIP TRAINING

4-1. INTRODUCTION. Shooting a rifle is a physical skill, just like throwing a baseball, driving a car or riding a horse. Shooting requires good eyesight, a certain amount of coordination, and most important of all, concentration. However, unlike some skills that take years to learn, shooting can be learned in a few hours. Studying this chapter, an hour of dry fire and a couple of hours on the firing range will not make you a world famous marksman, but it will help you to become a good shooter. One who can be depended upon to consistently fire a good score. This training will also give you a firm foundation of knowledge and ability from which you can become as proficient as your effort will allow. Finally, you should perfect these fundamentals to the point you will apply them automatically no matter what the situation. This chapter is divided in four parts; Fundamentals of Shooting, Firing Positions, Night Fire, and Automatic Fire.

PART I

a. Fundamentals of Shooting. The fundamentals of shooting are divided in seven parts.

(1) Grips
(2) Natural Point of Aim
(3) Sight Alignment
(4) Aiming Point
(5) Breath Control
(6) Trigger Control
(7) Follow Through

NOTE: All descriptions and illustrations are for right-handed shooters. Left-handed shooters must reverse the positions described for hands and feet.

(1) Grips. How you grip the weapon is about the same in all the firing positions. The handguards should rest across the palm of your left hand, with your fingers and thumb relaxed around the handguards. Your left hand does not grip the handguards, rather it provides support for the weapon. Position yourself so your left elbow is under the weapon, then slightly tighten your left arm muscle to make your arm more steady. Your right hand should grip the pistol grip firmly. Allow no space

between the "V" of your thumb and forefinger and the pistol grip. Stretch your other three fingers tightly around the pistol grip so that when you squeeze the trigger, your trigger finger is the only part of your right hand that moves. Depending on your firing position, position your right elbow just high enough to form a pocket in your right shoulder for the butt of the weapon. Hold the weapon snug into your shoulder by pulling back on the pistol grip.

(2) Natural Point of Aim. Natural point of aim is the spot on the target where the weapon points naturally. In each position, each shooter has a natural point of aim, that one certain place where the weapon feels "just right." Your natural point of aim must be pointing at your target or your position will be uncomfortable, the weapon will drift off target and you will shoot poorly. To insure your natural point of aim is on target, first assume the firing position, grip the weapon properly and settle down into a comfortable position. Then, look through the sights. If your weapon is not pointing at the center of your target, do not try to change your weapon only. Instead, keep your position (and your natural point of aim) and move weapon and body together, as a unit, until your weapon is pointing at the center of the target.

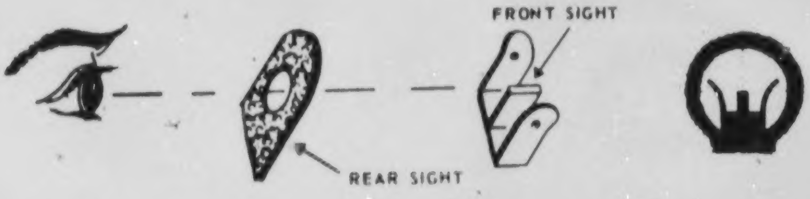

Figure 4-1. Sight Alignment.

(3) Sight Alignment. Sight alignment is the relationship of the front sight to the rear sight as seen by the shooter's eye (figure 4-1). The target is not part of sight alignment. Perfect sight alignment with the M16 Rifle is aligning the top of the front sight post with the exact center of the rear sight aperture. The only way this perfect alignment can be maintained is to focus your eye and your concentration on the front sight. By doing this, the front sight will appear in focus (sharp and clear) while the rear sight (and the target) will appear fuzzy (out of focus). By concentrating on the front sight and thinking about it, you will achieve coordination between your eye, your brain and your forward hand. This coordination will automatically keep the sights properly aligned. However, if you lose your concentration (think about something else), or your focus on the front sight, you will in turn lose the coordination with your forward hand. This will cause mistakes in your sight alignment. Remember, where the front sight goes, so goes the muzzle and the strike of the bullet. At a range of 100 meters, a very slight error in sight alignment can cause you to completely miss the target.

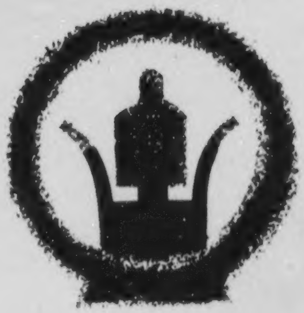

Figure 4-2. Point of Aim (Aiming Point).

(4) Aiming Point. Aiming point is simply adding a target to sight alignment (figure 4-2). On the silhouette target, the correct aiming point is placing the top of the front sight in the center of the target. The sights should be adjusted so the bullet strikes the aiming point. It is very difficult to hold the front sight on the aiming point. Depending on your position, the distance involved, wind, etc., you will experience a certain amount of wobble (movement of the sights on the target). This "area of wobble" is not as damaging as it appears. The target is 19 1/2 inches wide and 40 inches high, but at a distance of 100 meters it appears much smaller. Also, the sights will appear much larger than they really are. This is because the sights are much closer to your eye than the target. This combination causes any wobble to appear much greater than it really is. The best action the shooter can take is to hold the weapon as steady as possible and concentrate on keeping perfect sight alignment as near the aiming point as possible. Do not concentrate so much on the aiming point that you lose your perfect sight alignment. One more point: Many novice shooters try to overcome "area of wobble" by firing the weapon the instant the front sight is aligned with the aiming point. This is a very bad technique and must be avoided. It will allow too much concentration on the target, causing mistakes in sight alignment and worst of all, it will cause trigger jerk.

(5) Breath Control. Breath control is a fundamental of shooting that is often overlooked. However, it is no less important. Breath control defined, is "holding your breath while the weapon fires." This is important because when you breathe, you move, and movement is what you want to avoid. To best achieve good breath control you must consider many things. First, don't attempt to fire when you're winded. Running 100 meters down range to put up your target can destroy your breath control. Take a few deep breaths before assuming the firing position. This will settle you down and build up sufficient oxygen in your bloodstream. When you are in position and ready to fire, take a good breath, release about half of it and lock it off in your throat. Hold your breath until you fire. If you do not fire in 5 seconds, let that breath out and take another one. Holding your breath longer than about 10 seconds may impair your vision, causing mistakes. As soon as the weapon fires, exhale sharply, inhale and begin again. Obviously, your breath control will not always be perfect. Rapid fire, reloading exercises, short time limits, etc., will all affect your breath control. Sometimes you will have to fire two shots on one breath. What is important though, is to develop a conditioned reflex through practice. A reflex that will automatically hold your breath each time you squeeze the trigger. This one small act will greatly enhance your shooting skill.

(6) Trigger Control. Trigger control is considered by many to be the single most important fundamental of shooting. Trigger control is defined as "applying steady, even pressure to the rear on the trigger to cause the weapon to fire without allowing the weapon to move before it fires." Good trigger control depends on a good grip with

your trigger hand. You must grip the pistol grip firmly, with the web of your hand (area between your thumb and forefinger) tight against the top rear of the pistol grip. Position your trigger finger on the trigger so you will pull the trigger straight to the rear. Where the trigger contacts the trigger finger will vary, depending on the size of your hand. You should maintain a 90-degree angle on the second joint of your trigger finger and the only part of the weapon your trigger finger should touch is the trigger. When you squeeze the trigger, your trigger finger is the only part of your body that moves. You must squeeze from the trigger toward the rear of the pistol grip. Many beginner shooters will hold the pistol grip too loosely. This will cause the weapon to move to the rear during trigger squeeze. After several shots, their trigger finger will become tired. Then they will tend to hook their trigger finger on the trigger and pull the trigger with their entire arm. Either mistake will cause the weapon to move and, of course, cause misses on the target. Anyone can practice good trigger squeeze with an empty weapon. If you know the weapon will not fire, no noise, no recoil, trigger control is easy. However, when you know the weapon is going to fire, make noise, produce recoil, trigger control becomes more difficult. Your instincts and reflexes will cause you to react to the noise and recoil. This reaction can result in jerking the trigger, flinching, (closing your eyes, or pushing the muzzle down). All of these mistakes cause the weapon to move before it fires and cause you to miss the target. The only way to overcome these difficulties is to learn to squeeze the trigger without actually thinking about it. Then when the weapon fires, it will be a surprise to you. By the time you get around to jerking, flinching, or moving in any way, the bullet is gone toward the target. Recoil does not really begin until after bullet leaves the muzzle so it all depends on the shooter, you, making yourself be surprised each and every shot. This squeezing the trigger without thinking about it is not as hard as it sounds. You chew gum, drive a car, even walk without thinking about it, why not do the same with your trigger squeeze? Just try this: When you are ready to squeeze the trigger, put all your attention on your sight alignment and aiming point. Keep your mind active with your attention focused on the front sight, always checking to see if it is centered in the rear sight and in turn centered on the target. "Allow" your trigger finger to squeeze the trigger, don't make it. Keep this thought process going on the sights and in a few seconds the weapon will fire. If you did everything right, you will be completely surprised and the bullet will go exactly where the weapon was aimed.

(7) Follow Through. Follow through is simply getting a head start on your next shot. Most novice shooters experience a letdown each time the weapon fires. They close their eyes, jerk their cheek away from the stock, maybe lose their grip on the weapon and in short, have to start all over again for the next shot. To practice follow through, you must learn to "stay with it" after the weapon fires. Keep your shooting eye open, attempt to maintain sight alignment even through recoil, keep your grip on the weapon, allow your body to give with the recoil as a unit. By the time the muzzle is at the top of its recoil, you should have regained your sight alignment. By the time you bring the weapon back down on target, you have a fresh breath and you are ready to shoot again. You have gained at least 3 seconds on the shooter who didn't use follow through. Three seconds is not much time until you consider a 10-shot string.

Then it becomes 30 seconds and time to doublecheck your sight alignment, take a good breath and take your time squeezing the trigger to get more hits on the target.

PART II

b. Firing Positions. There are nine different firing positions you must be able to perform. They are:

(1) Prone
(2) Sitting (open legged, crossed ankles, crossed legs)
(3) Kneeling (supported, upright)
(4) Standing
(5) Standing Crouch
(6) Underarm Crouch
(7) Barricade Right
(8) Barricade Left
(9) Barricade Over

NOTE: All descriptions are for right-handed shooters, left-handed shooters must reverse positions of hands and feet.

(1) Prone (figure 4-3). The prone position is the most accurate of all the positions. It is ideal for long ranges as it provides maximum support for the weapon. It also allows the firer to make maximum use of ground cover. A good prone position requires that you angle your body about 30 degrees to your target. Your feet should be spread far enough apart to allow the inside of your ankles to lie on the ground. This is important because if you allow your feet to move, it will cause the weapon to move. Your back must be straight right up through your neck. Position your left arm under the weapon and get fairly high on your elbows. To complete the position, look through the sights and shift your body as a unit until you get a natural point of aim on your target.

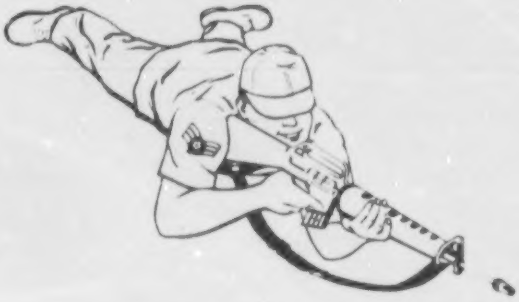

Figure 4-3. Prone Position.

(2) Sitting. The sitting positions are suitable for use on a slope where the target is approximately the same level as, or lower than you are. This position may be used whenever you need better observation than you can get from the prone position. You should use the variation of the sitting position which best fits the conformation of your body.

(a) Open-Legged Sitting Position (figure 4-4). Sitting about 45 degrees to your target, feet in front of you, spread slightly. Bend forward and place your upper arm on the flat portion of your shinbone. Place the weapon into your shoulder and trap your elbow with the inside of your right knee.

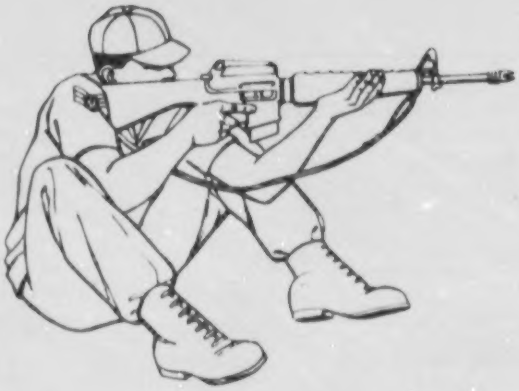

Figure 4-4. Open-Legged Sitting Position.

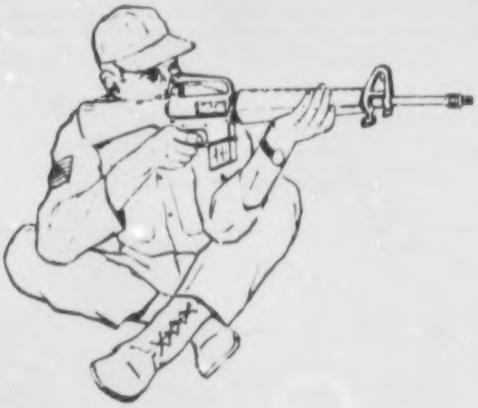

Figure 4-5. Crossed-Ankles Position.

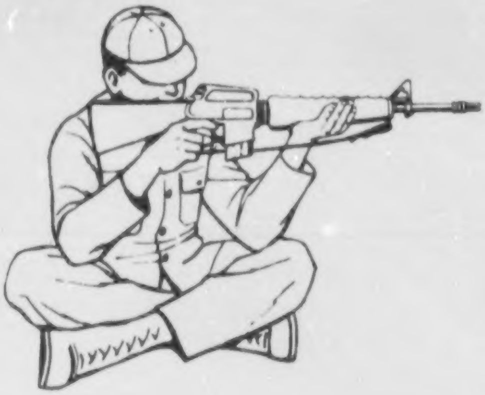

Figure 4-6. Crossed-Legged Position.

(b) Crossed-Ankles Position (figure 4-5). From the open-legged position, cross your left ankle over your right and support your upper arms on your shinbones as in the open legged position.

(c) Crossed-Legged Position (figure 4-6). From the crossed-ankles position, simply draw your feet up close to your body. Lean forward and rest your upper arms or elbows on the inside pocket formed by your knee joints.

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NOTE: Complete these positions by looking through the sights and shifting your body as a unit to get a natural point of aim on your target.

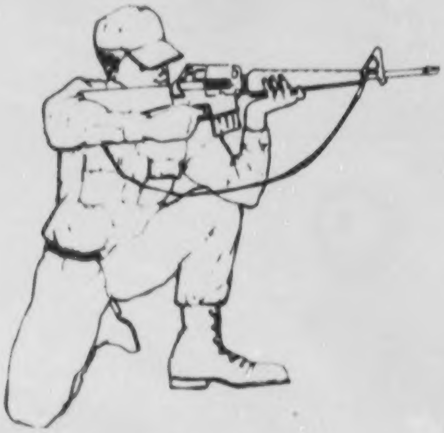

Figure 4-7. Supported Kneeling Position.

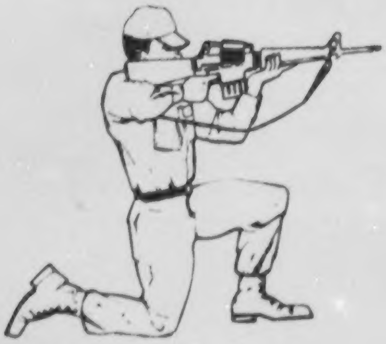

Figure 4-8. Upright Kneeling Position.

(3) Kneeling Positions. These positions are suitable for use on level ground or on ground which gently slopes upward. The kneeling positions are readily adopted to support, such as trees, the corners of buildings, or vehicles.

(a) Supported Kneeling (figure 4-7). Your left foot is pointed at your target. You must be sitting back on your right heel with your right leg at right angle to your left foot. Lean forward so your left upper arm rests on your left knee. Right elbow horizontal to or slightly lower than your right shoulder.

(b) Upright Kneeling (figure 4-8). Facing your target square, kneeling on your right knee. Left foot far enough in front, pointing at the target, so your left shinbone is vertical. Right shinbone and foot trailing directly behind. You do not sit on your right heel, rather you are upright with your right thigh and upper body vertical. Left elbow as near as possible under the weapon, right elbow horizontal to or slightly lower than your right shoulder.

NOTE: Complete these positions by looking through the sights and shifting your body as a unit to get a natural point of aim on your target.

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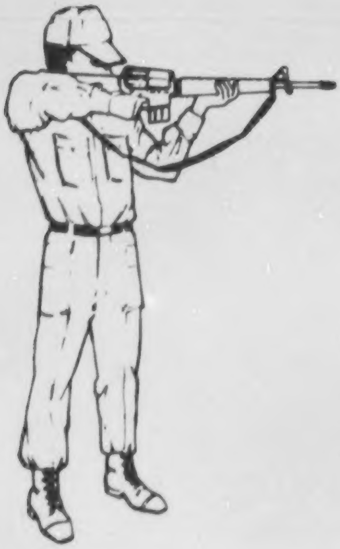


Figure 4-9. Standing Position.

(4) Standing Position (figure 4-9). The standing position can be used effectively to engage targets at ranges less than 100 meters when no other position can be assumed. It is the least stable of the firing positions. A correct standing position requires you to stand about 45 degrees to your target. Feet placed naturally (pointing the same direction as your body). Position your left elbow as nearly under the weapon as possible. Raise your right elbow approximately horizontal, or slightly lower than your right shoulder. Pull the weapon into your shoulder just hard enough so that if you removed your left hand, the weapon would stay in your shoulder. To complete the standing position, shift your feet until you are aiming naturally at the target.

(5) Standing Crouch (figure 4-10). This position is suitable when there is no time to assume a more stable position. It is fairly accurate out to 100 meters as the sights are used. In this position, you are facing your target square. Right foot back and out about 12 inches, knees slightly bent, back straight. Weapon into your shoulder, left elbow as far under the weapon as possible, right elbow approximately horizontal or slightly lower than your right shoulder. Complete this position by looking through the sights and moving your body as a unit to get a natural point of aim on the target.

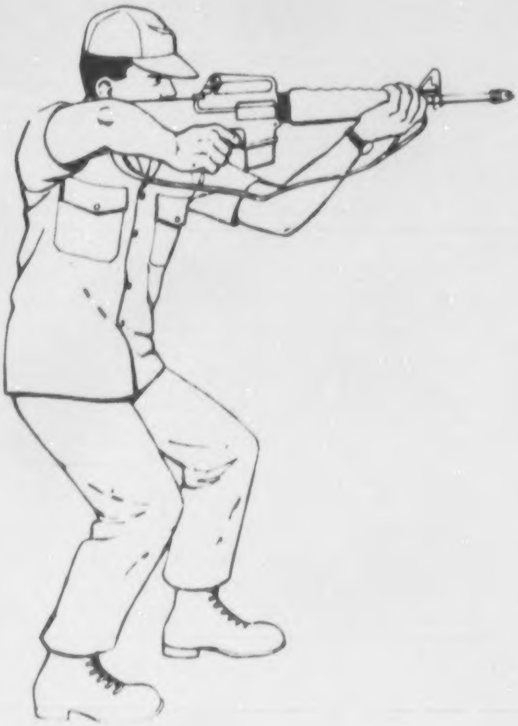


Figure 4-10. Standing Crouch Position.

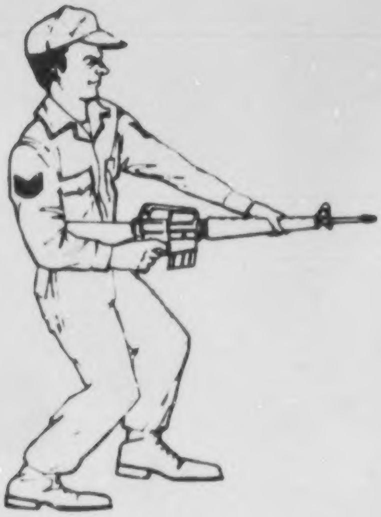


Figure 4-11. Underarm Crouch Position.

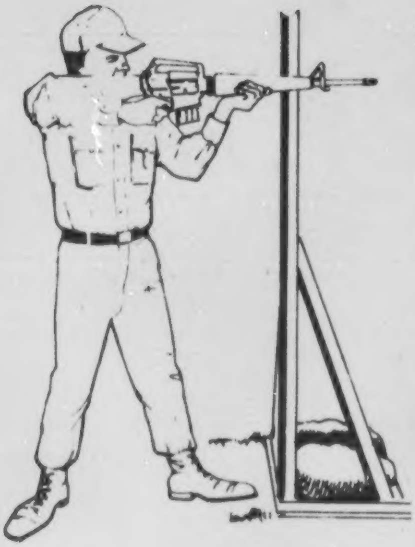


Figure 4-12. Barricade Right.

(6) Underarm Crouch (figure 4-11). This position is suitable for very rapid or automatic fire at very close range (no more than 25 meters). The sights are not used, weapon is pointed completely by instinct. This position is similar to the standing crouch. Right foot back and out about 12 inches, knees slightly bent, back straight. Stock of the weapon locked under your right arm, left arm straight, left hand grasping the handguards from the top. Head up, both eyes open, looking directly at the target.

NOTE: Most shooters have a tendency to shoot high from this position. For this reason you should actually aim a little low.

(7) Barricade Right (figure 4-12). The object of any barricade position is to shoot around an obstacle, trees, buildings, etc., while providing as small a target as possible. To fire barricade right, all shooters (right and left handed) must fire right handed. Weapon is aimed around the right side of the barricade with the right eye. Left hand does not touch the barricade, rather it grasps the handguards just behind the barricade and gently presses the weapon against the barricade. Right elbow is held down at your side. Left foot is forward near the right edge of the barricade, right foot is around behind.

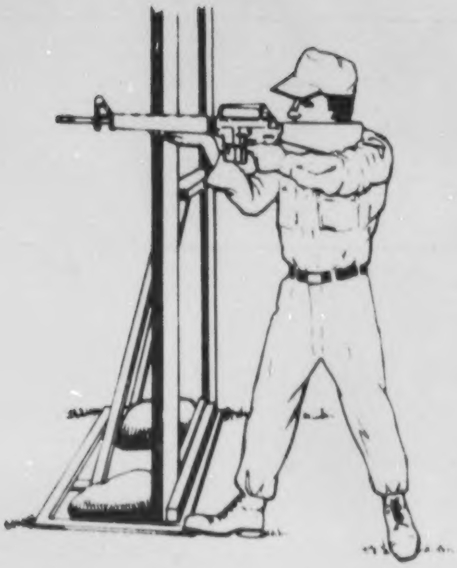


Figure 4-13. Barricade Left.

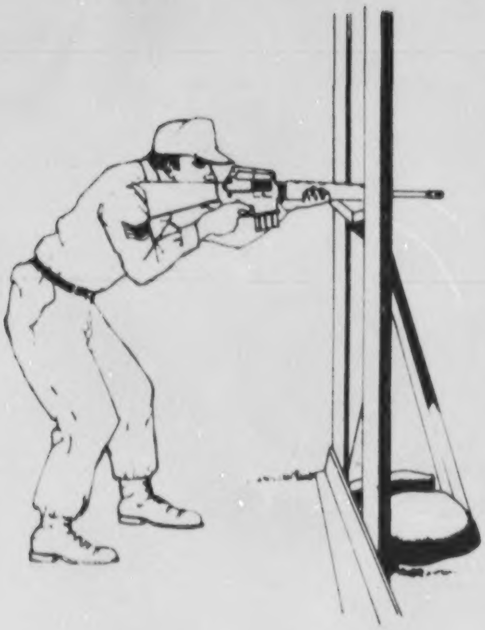


Figure 4-14. Barricade Over.

(8) Barricade Left (figure 4-13). Same as barricade right except all shooters shoot left handed around the left side of the barricade. Weapon is aimed with the left eye. Right foot forward close to the left edge of the barricade, left foot is around behind.

(9) Barricade Over (figure 4-14). The barricade over position is ideal for firing through windows, over low walls, etc. This position is simply a standing crouch, with the forward end of the handguards resting on the barricade.

c. Prefire Positions. The following positions are not firing positions but are necessary for a safe and smooth firing range operation. Assume these positions upon command of range tower.

(1) Load Position (figure 4-15). This position is used on the firing range when it is necessary to load while standing. Always assume this position with a cleared weapon. Face target squarely, feet spread shoulder width apart, toes even with the firing line. Grasp pistol grip firmly with your right hand (keep trigger finger out of trigger guard). Hold stock firmly between your right side and right arm, keep weapon pointed straight down range. When not actually loading, steady the weapon by grasping the handguards with your left hand.

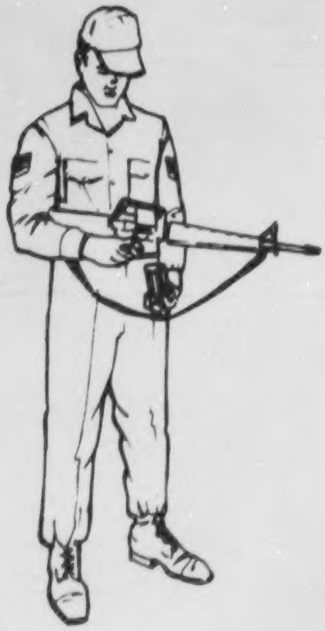


Figure 4-15. Load Position.

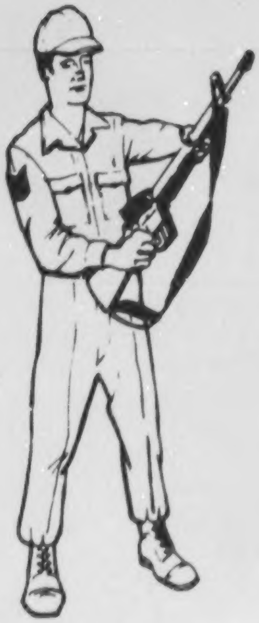


Figure 4-16. Challenge Position.

- To load, simply insert magazine into magazine well with your left hand and press top of bolt catch with your left thumb.

NOTE: Left-handed shooters will hold weapon on their left side, grasping pistol grip with the left hand. Loading will be accomplished with the right hand. Reach over the top of the weapon and press top of bolt catch with the right middle finger.

(2) Challenge Position (figure 4-16). This position is used on the firing range as a "ready" position. Assume this position from the load position immediately after loading. By assuming this position, you are indicating that you are loaded and ready for the next range command. Your feet remain in place, spread shoulder width apart, toes even with the firing line. Right hand remains in place on the pistol grip. Grasp handguards with your left hand. Keeping weapon pointing straight down range, move weapon up to a 45-degree angle. Place butt of weapon against your midsection near your belt buckle.

NOTE: Procedures are the same for left-handed shooters, except left hand is on the pistol grip, right hand grasping handguards.

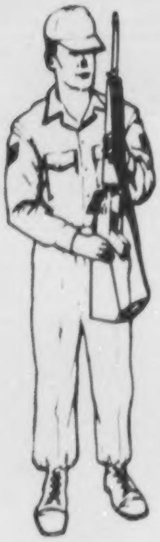


Figure 4-17. Safe Port.

(3) Safe Port (figure 4-17). This position is used to carry the weapon safely to and from the firing range, cleaning area, armory, etc. Always assume this position with a cleared weapon. Same procedure for right and left-handed shooters. Right hand grasping stock just below pistol grip, left hand grasping handguards. Keep weapon pointing straight up, front sight at eye level.

PART III

d. Night Fire Techniques. Firing a rifle at night is similar in many respects to firing during the daytime. The fundamentals of shooting apply equally as well at night as during the day. Although, target detection and sight alignment on the target can be a problem during the day, the absence of light makes it more of a problem at night. The technique of night fire is a pointing method looking over the top of the weapon with your head high and both eyes open.

(1) Hold the Head High. If the head is held close to the rifle (such as in daytime firing), the rifle will tend to block your view of the target area. By raising your head so your eyes are well above the weapon, your field of vision is increased and sharpness of detail is improved.

(2) Keep Both Eyes Open. By keeping both eyes open and applying the principle of night vision, you use your "night eyes" to their full potential and have maximum visual coverage of the target area. Another important consideration is that depth perception depends to a great extent on the use of both eyes.

(3) Pointing Technique. A natural pointing technique is used to point the rifle at the target. The sights cannot normally be seen at night and any attempt to use them in the conventional manner will usually cause you to lose sight of the target. The pointing technique can be applied to any position.

(4) Positions. To assume a correct firing position at night, you assume the position just as you would during the daytime. However, once in position, you must make the following changes:

(a) Raise your head high above the rifle. A good technique is to rest your chin on the top of the stock. This serves two purposes: First, it insures that your eyes are well above the rifle, and second, it assists you in obtaining correct horizontal alignment on the target. If you place your chin on either side of the stock, you will have a tendency to pull the muzzle of the rifle to the right or left to intersect your line of sight to the target. Keep both eyes open at all times.

(b) Make a bold depression on the muzzle of the rifle. You will have a natural tendency to raise the muzzle until it intersects your line of sight to the target. This will cause the bullet to pass over the target. A method of avoiding this error is to slide your hand slightly forward just prior to aligning the rifle on the target. This action forces the muzzle to drop.

PART IV

e. Automatic Fire. Automatic fire is a technique that is greatly overrated. It is not accurate, it is not very safe and if used too much, too fast, it can damage the weapon. Automatic fire is suitable only at a very short range where volume of fire, not accuracy is desired. When necessary, automatic fire can be delivered from any position. A pointing technique should be used rather than aiming as the weapon will jump while firing. The M16's superior design minimizes climb during automatic fire. However, it is very unusual to hit a man-size target more than one shot of five at a range of 25 meters. Automatic fire is reserved for the advanced courses.

Chapter 5

PREVENTIVE MAINTENANCE

5-1. INTRODUCTION. Preventive Maintenance is the systematic care, inspection, and servicing of equipment to keep it in serviceable condition, to prevent breakdowns, and assure maximum operational readiness. Your role in the performance of maintenance service is:

- to perform daily service each day you operate the rifle.

- to help the organizational unit armorers perform any scheduled periodic services which are authorized to them.

a. Specific Procedures.

(1) Volume I, Student Text 50-1, gives the general care and cleaning procedures applicable to all weapons.

(2) In addition to the procedures outlined in Volume I, you must perform the following: remove dirt, rust, grit, gummed oil, and water since these will cause rapid deterioration on the inner mechanism and outer surfaces. Take particular care to keep all surfaces clean and lubricated. Do not clean or polish outer surfaces of your weapon with a treated cloth or other commercial compounds.

(3) Tighten loose parts and replace broken or worn parts as authorized.

b. Bolt Carrier Group. Disassemble the bolt carrier group and wash all components and outer surfaces with a swab saturated in rifle bore cleaner. Clean the bolt carrier key with a worn bore brush dipped in rifle bore cleaner (figure 5-1). Dry the bolt carrier key using pipe cleaner (figure 5-2). Using a small brush dipped in rifle bore cleaner, scrub carbon deposits and dirt from the locking lugs of the bolt.

CAUTION

Brush the outer surface of the bolt, paying particular attention to the area behind the bolt rings and under the lips of the extractor. Do not attempt to remove discoloration caused by heat.

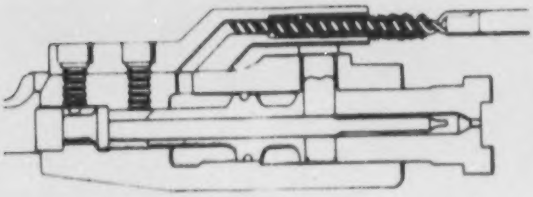


Figure 5-1. Cleaning the Bolt Carrier Key.

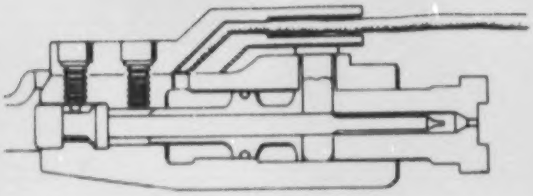


Figure 5-2. Drying the Bolt Carrier Key.

c. Remove the extractor from the bolt. Using a small brush dipped in rifle bore cleaner, scrub the extractor and remove the carbon. Also, clean the firing pin recess and the firing pin. Do not remove the spring from the extractor unless it is damaged.

d. When dry and before final assembly, apply a generous coat of lubricant to the outside bolt body, rings, and a drop of oil in the bolt carrier key (figure 5-3).

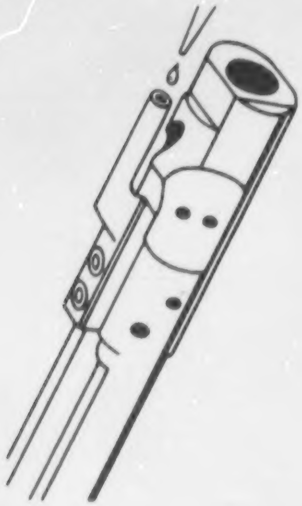


Figure 5-3. Lubricating Bolt Carrier Key.

CAUTION

The firing pin and the firing pin recess in the bolt should have only a light coat of lubricant.

CAUTION

Do not use a wire brush on aluminum surfaces.

e. Clean the upper receiver of powder fouling with rifle bore cleaner.

f. Clean the outside of the protruding gas tube in the receiver with a worn bore brush attached to a section of cleaning rod (figure 5-4). Clean the top of the gas tube by inserting the rod and brush through the back of the receiver. Clean the sides and bottom of the gas tube from the bottom of the receiver.

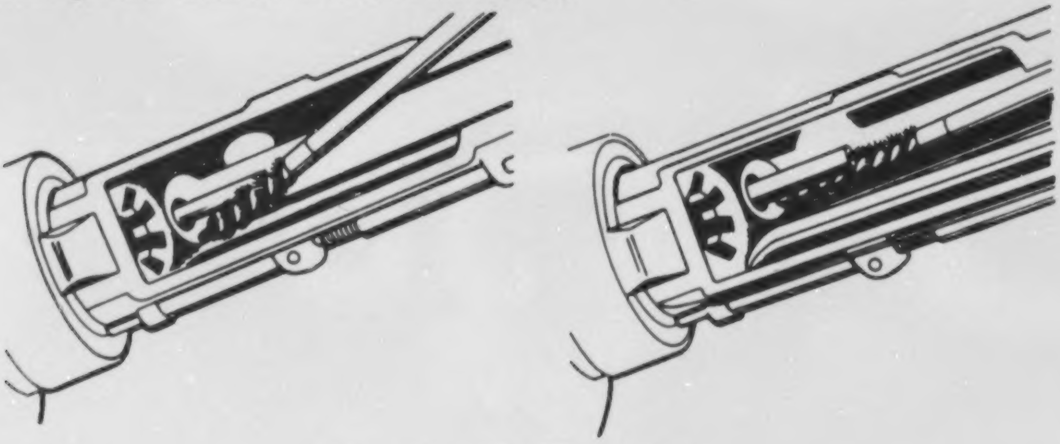


Figure 5-4. Cleaning Gas Tube.

g. Attach a wire bore brush to a rod and dip in rifle bore cleaner and brush the bore from chamber to muzzle (figure 5-5). Push the brush through the bore until it extends beyond the muzzle. DO NOT reverse direction of the brush while in the bore.

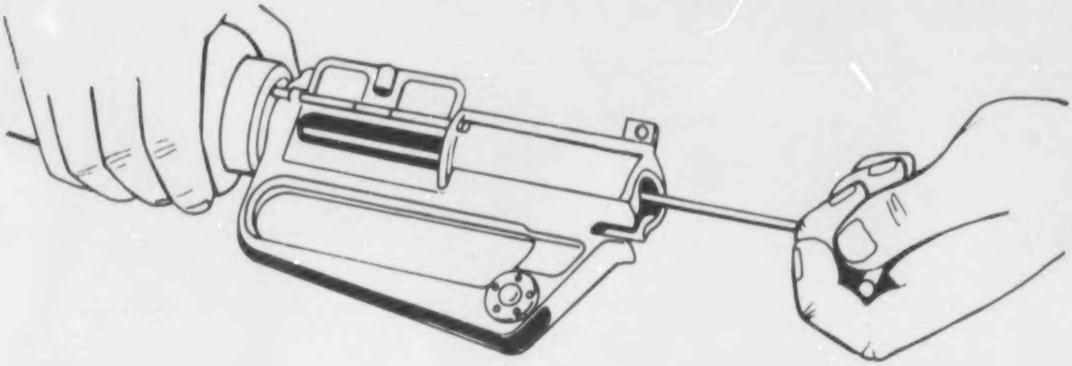


Figure 5-5. Cleaning the Bore.

Continue until the bore is well covered with cleaning compound. Attach a chamber brush to a cleaning rod and dip in rifle bore cleaner and insert in the chamber of your weapon (figure 5-6).

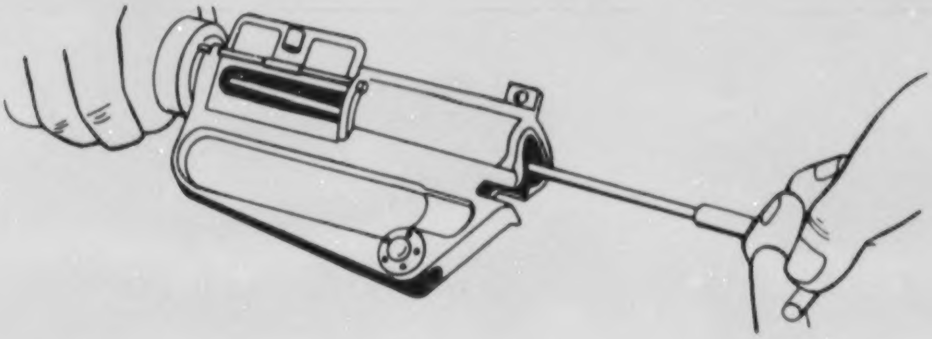


Figure 5-6. Cleaning the Chamber.

Use a minimum of five plunging strokes and three rotational (360°) motions. Remove the brush from the chamber and cleaning rod. Dry the bore and chamber with clean swabs. After cleaning, lightly lubricate the bore and chamber to prevent corrosion and pitting. Lightly lubricate the lugs in the barrel extension.

NOTE: Table 1, AFM 23-9, provides additional guidance for care and cleaning of the M16. Requirements levied on the operator and the organization are so designated. Maintenance beyond the organizational level is outlined in TM 9-1005-249-14.

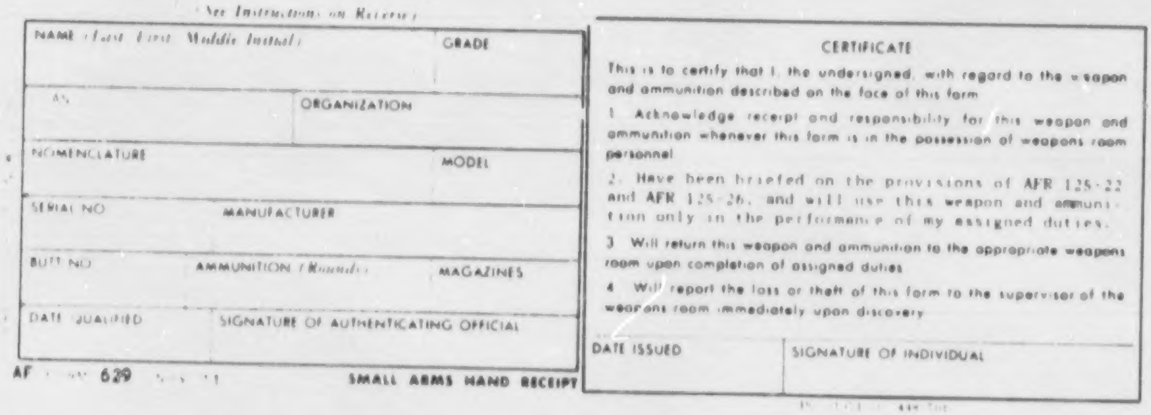
Chapter 6

UTILIZATION OF THE M16 RIFLE

6-1. INTRODUCTION. This chapter is concerned with how the M16 Rifle is used by on-duty security policemen. It will also discuss on-duty weapons safety and give some factual accounts of weapons accidents. The procedures described herein will vary from base to base and are not intended to be directive, merely to provide helpful information.

6-2. UTILIZATION.

a. Storage. When not in use, all M16 Rifles assigned to the security police squadron are secured in the security police armory. The armory is a secure area provided with different types of alarm systems and physical safeguards. Normally, the armory is manned 24 hours a day by an armed security policeman. The armorer is responsible for issues and accountability of all weapons, ammunition and equipment. He is provided with necessary records to know exactly who is and who is not allowed to be issued a weapon. M16 Rifles are stored with the bolt forward, selector on SEMI, hammer released and dust cover closed. Storing the rifle in this manner prevents weakening of the hammer spring.



(See Instructions on Reverse)

NAME (Last, First, Middle Initial)
GRADE
AN
ORGANIZATION
NOMENCLATURE
MODEL
SERIAL NO
MANUFACTURER
BUTT NO
AMMUNITION (Rounds)
MAGAZINES
DATE QUALIFIED
SIGNATURE OF AUTHENTICATING OFFICIAL

AF FORM 629
SMALL ARMS HAND RECEIPT

CERTIFICATE

This is to certify that I, the undersigned, with regard to the weapon and ammunition described on the face of this form

1. Acknowledge receipt and responsibility for this weapon and ammunition whenever this form is in the possession of weapons room personnel.

2. Have been briefed on the provisions of AFR 125-22 and AFR 125-26, and will use this weapon and ammunition only in the performance of my assigned duties.

3. Will return this weapon and ammunition to the appropriate weapons room upon completion of assigned duties.

4. Will report the loss or theft of this form to the supervisor of the weapons room immediately upon discovery.

DATE ISSUED
SIGNATURE OF INDIVIDUAL

Front

Back

Figure 6-1. AF Form 629, Small Arms Hand Receipt.

b. Authority for Issue. Prior to being issued an M16 Rifle, each individual must qualify with the weapon and receive extensive training on the use of force and weapons safety. Then each individual must sign an AF Form 497, Air Force Policy Statement — Firearms Safety and Use of Force. He must also be of sound mind and mature judgment. The individual will then be assigned a weapon and be issued an AF Form 629, Small Arms Hand Receipt (figure 6-1). The AF Form 629 serves as a receipt for the assigned weapon and ammunition. Personnel who seldom use but are authorized, a weapon, may be listed on a letter in the armory. Upon authority of the letter, these personnel may be issued a weapon and ammunition on an AF Form 1297, Temporary Issue Receipt.

c. Going on Duty. Prior to going on duty, a security policeman reports to the armory issue window and presents his AF Form 629 for issue of his weapon and ammunition. He receives his M16 butt first, selector lever on SAFE, bolt locked to the rear, magazine well and chamber empty. Assumes a modified SAFE port position, with the front sight at eye level. Places one hand on the handguard and the other hand on the pistol grip, proceeds to the designated point, usually a red line painted at least 6 feet from the clearing barrel. The clearing barrel is a barrel of sand located near the armory issue window. Only the clearing supervisor, an officer or NCO, knowledgeable of standard firearm clearing procedures, and one person with a weapon to be cleared, will be at the clearing barrel at any given time. There, under the direct supervision of a clearing supervisor, the security policeman will place the muzzle of the rifle into the clearing barrel aiming point, visually inspect the weapon, the chamber is empty and the selector lever is on SAFE. Press the bolt catch/release to allow the bolt to go forward, and attempt to depress the trigger (the weapon should not dry fire). He then loosens the sling, shoulders the weapon and reports for guardmount. Ammunition is carried in an ammunition pouch until needed.

d. Going on Post. After guardmount, all security policemen manning a fixed post, will be posted by an officer or NCO. You are not allowed to get aboard a vehicle with an M16 in your hand. You must hand it up or lay it in the vehicle while you climb on. The same is true when you dismount a vehicle. Upon arrival at your post you will insert a loaded magazine into your M16. This is done under direct supervision of an officer or NCO. Remember, the bolt is already forward so there will not be a round in the chamber. This is the way the weapon will be carried on post; bolt forward, magazine in, and there is *not* a round in the chamber. Weapon will always be carried at sling arms.

WARNING

While on post, use caution to never drop your M16 or strike the butt severly on the ground or other object. It is possible this type of abuse could cause a round to chamber creating a very dangerous situation.

e. Use in Vehicles. When your post is in a vehicle, such as Security Alert Team, Convoy Duty, etc., the M16 is usually carried in a gun rack in the passenger compartment of the vehicle. When deployment is anticipated, the weapons are taken from the rack but magazines are not inserted until actual deployment, or when directed by the NCO in charge. Remember, never leave weapons unattended in a vehicle. Locking the pickup is not enough, someone must stay with the weapons.

f. Firing the Weapon on Duty. This paragraph will not attempt to teach when you should or should not fire your weapon. That very important subject rates a class all its own. We are only concerned with the mechanical operation of the weapon. Use of force is covered in Volume I of this series. While on post, if it becomes necessary (in compliance with existing directives) to fire your M16, all that must be done prior to firing is pull the charging handle fully to the rear and release it. This action will chamber a round and the weapon will be ready to fire. Remember, you must pull the charging handle all the way back and then allow it to go forward freely. Otherwise, the round may not chamber properly. You must keep the weapon pointed in a safe direction (usually up). If you do not fire immediately, keep the selector on SAFE. As soon as the situation allows, clear the weapon. When possible, this should be done under the supervision of an officer or NCO.

g. Coming Off Post. Inserting and removing the magazine are not considered part of the clearing procedures for the rifle. Therefore, when you are temporarily relieved from post (i.e., to eat in the dining hall or take a break), remove the magazine prior to entering a vehicle or a building, and reinsert it upon resuming duty. When you are relieved from post at shift change you will again remove your magazine from the weapon, this time under the supervision of an officer or NCO. Take no further action until you arrive back at the armory. Upon arrival at the armory, go straight to the designated point. Under the direct supervision of a clearing supervisor, you will step up to the clearing barrel, insure the magazine has been removed from the weapon, place the muzzle of the rifle into the clearing barrel aiming point. You will lock the bolt to the rear, by pulling back the charging handle while depressing the bottom part of the bolt catch/release, and visually inspect the chamber to insure it is empty. Press the top of the bolt catch/release to allow the bolt to go forward. After that has been accomplished, place the selector on SEMI and depress the trigger causing the rifle to dry fire into the barrel. Press the bottom part of the bolt catch/release, relock the bolt to the rear, then place the selector on SAFE and for the second time visually check the chamber. Assume a modified Safe Port Position and proceed to the cleaning area, clean chamber and receiver. Assume a modified Safe Port Position and proceed to the arms room window and return the M16, butt first, to the arms room attendant in exchange for your AF Form 629.

6-3. ON-DUTY SAFETY.

a. A weapon is a machine. It has no heart, no soul, no conscience and cannot be punished for anything it might do. A weapon that has killed looks no different from any other weapon. Unfortunately, this is not true of people. People bleed, feel pain, die and cause others to do the same. People are also responsible for their mistakes, both to the law and to themselves. One thing causes weapons to fire when they are not supposed to; a person makes a mistake, either a so-called honest mistake or a careless mistake. Look at some mistakes and learn.

(1) Lackland AFB, Texas, 1974. A young airman, recently graduated from the Security Police Tech School, was on guard duty, armed with an M16 Rifle. At approximately 0730 hrs, the airman was relieved for breakfast. Under supervision of an NCO, he cleared the weapon, removing the magazine and locking the bolt to the rear. He then left the weapon with his relief. Upon returning, he picked up the weapon, put it at sling arms (bolt still to the rear) and reinserted the magazine. (This action not supervised by an NCO). About an hour later, he noticed the bolt to the rear and allowed the bolt to go forward (unknowingly chambering a round). He then layed the weapon down for awhile (a loaded weapon). About 15 minutes later, the patrol arrived for a post check. The airman picked up the weapon and returned it to sling arms. As soon as the patrol departed, the airman commented to another airman that he used to be on a drill team. He reached across his body, grabbed the weapon by the butt and spun it off his shoulder to the port arms position, touched the trigger and blew a 4-inch hole in the wall.

(2) Johnson AFB, Japan, about 1960. Sunday in a guard tower on the base perimeter. No one around, nothing to do. Young airman passing time by aiming his carbine at birds flying by. How, known only to him, a round got into the chamber and the weapon fired. No one heard the shot and the airman didn't report it. At the end of his shift he cleaned the weapon, turned it in and thought he was in the clear. Three days later the Japanese Police arrested him for manslaughter. Seems the bullet went about a mile, through the open window of a passing train and killed a man. A man going on a Sunday picnic with his wife and children. What do you think the airman felt? What do you think his family back home felt? They all had plenty of time to think, he got 13 years in a Japanese jail.

(3) Little Rock AFB, Arkansas, 1970. Two buddies on a missile site 40 miles north of the base. Horsing around, quick drawing, really having fun, until one shot the other through the heart with a .38 caliber revolver. Then a "one in a million" series of events saved his life. First, when he was shot, his heart was on the relaxed part of its beat. Damage was not quite enough to be immediately fatal. Next, an alert pilot in a passing helicopter heard the cries for help on his radio. The pilot picked up the airman and rushed him to the base. The medical officers on duty did their job, preparing the nearly dead man for surgery. And finally, at the Veterans Hospital in Little Rock, five surgeons worked 7 hours to put his heart back together.

(4) The following is a excerpt from an unclassified USAF message: "A member of an emergency response force had taken up a position at the rear of a berm within the weapons storage area. At the order to evacuate, he jumped from the berm to the ground, a distance of about 6 feet. Upon impact, the member fell forward, stopping his fall by using his M16. In doing so, the butt of his weapon struck the ground, forcing the bolt to the rear, and forward again chambering a round. The member heard the click of the bolt and noticed the ejection port open. He attempted to raise the barrel into the air, his finger struck the trigger, firing the weapon. Because of cold weather,

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the member was wearing gloves, and the trigger guard was open. A test was conducted by the unit to determine if a round could be chambered by striking the butt of an M16 on the ground. This member's weapon, as well as seventeen other weapons both frequently and infrequently used, were tested and in every instance a round was chambered. Because of the increased security requirements for nuclear weapon storages areas, which include more armed security guards and armed maintenance personnel, there is a possibility of a similar accident occuring again which could effect nuclear safety."

b. Analysis. These incidents all have many things in common. One glaring fact is all these people were security policemen. They were all well trained and had good equipment. Also, they all broke the rules, violated laws of common sense and were punished for it. Don't be like any of these people. Think, be an adult, obey the safety rules to the letter and you, like the thousands of good policemen before you, will never even come close to tragedy.

6-4. WEAPONS SECURITY. All weapons owned by the Air Force must be secured at all times. Twenty-four hours a day, 7 days a week, year after year, each and every weapon must be accounted for and secured. Whether in the security police armory, in possession of a security policeman, in storage or on board an aircraft, never a minute must pass that each weapon is not locked up under protection of an alarm system or under direct supervision of an armed individual While your assigned weapon is in your possession, it is your responsibility. Be very careful to use good judgment at all times. Never lay your weapon down on post. Never hand it to anyone who is not both authorized to have the weapon and assume your duties. Think, if you lose your weapon, you lose the ability to defend yourself and the resources under your protection. The rules are simple, the consequences are severe.

STUDENT TEXT 50-1
Volume II

WEAPONS

SMITH AND WESSON
COMBAT MASTERPIECE
CALIBER .38 REVOLVER MODEL NO. 15

December 1977

Headquarters 3250 Technical Training Wing (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas 78236

DESIGNED FOR ATC COURSE USE. DO NOT USE ON THE JOB.

DEPARTMENT OF SECURITY POLICE TRAINING
Lackland Air Force Base, Texas 78236

STUDENT TEXT 50-1
Volume II
December 1977

Weapons

SMITH AND WESSON COMBAT MASTERPIECE CALIBER .38 REVOLVER MODEL NO. 15

This volume contains a description of the Smith and Wesson Combat Masterpiece Caliber .38 Revolver Model No. 15. It includes instruction in the operation and maintenance of the weapon. The identity of Technical Order (T. O.) 11W3-4-2-51 has been retained where possible. Premarksmanship training necessary to effectively use and safely handle the weapon is also included.

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Supersedes Student Text 50-1, Volume II, 1 Jan 73 and Change Notice I, 28 Mar 73

OPR: TSPT(C)
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Chapter 1

INTRODUCTION AND DESCRIPTION

1-1. GENERAL. Basic fundamentals applicable to all weapons are included in Volume I. However, several fundamentals are repeated in this volume when they significantly contribute to the safe handling of this weapon.

a. An explanation of terms used within this volume can be found in Attachment 2 of Volume 1.

b. Special markings are used throughout this volume to draw attention to specific procedures required to prevent injury to personnel or damage to equipment.

1-2. DESCRIPTION.

a. Basic Revolver. The Smith and Wesson Combat Masterpiece Caliber .38 Revolver Model No. 15 is a six-shot breech-loading hand weapon. It has a solid frame, a swingout cylinder with six chambers, and a manual ejector. The cylinder, mounted on a yoke assembled to the front of the frame, swings out when released by the thumbpiece. The cylinder is unloaded by pressure on the extractor, which passes down the central axis of the cylinder. The extractor is returned to its original position by the extractor spring. The revolver may be fired by either single action or double action. Cocking the hammer by either method causes the cylinder to rotate and align the next chamber with the barrel. The front sight is 1/8 inch wide. The rear sight is adjustable for windage and elevation. The grips are walnut wood with diamond checkering. The revolver has a wide spur target hammer and wide target-type trigger.

b. Front Sight and Rear Sight.

(1) The front sight is plain style and fixed.

(2) The rear sight is a micrometer click sight.

(3) To move rear sight to the right, turn the rear sight windage screw (figure 1-1) to the right or clockwise. To move the sight to the left, turn the windage screw to the left or counterclockwise.

(4) To elevate the rear sight, turn the rear sight elevation screw (figure 1-1) to the left or counterclockwise. To lower the sight, turn the elevation screw to the right or clockwise.

★ NOTE: Sight adjustments should be made with a screwdriver having a 5/32-inch blade.

(5) Each click of the rear sight moves the point of impact on the target approximately 3/8 inch elevation and 1/4 inch windage at 50 yards (45 meters) and half of that amount at 25 yards (22 1/2 meters).

c. Hammer. The hammer (figure 1-1) is located at the rear of the frame above the stock. It is knurled and shaped to fit the thumb. To cock the revolver for single-action firing, depress the hammer fully downward and to the rear.

CAUTION

To lower a cocked hammer on a loaded chamber without firing, draw the hammer slightly to the rear with the thumb. Press the trigger while holding the hammer to the rear. Slowly let hammer down a short distance. Release trigger and carefully lower hammer as far as it will go.

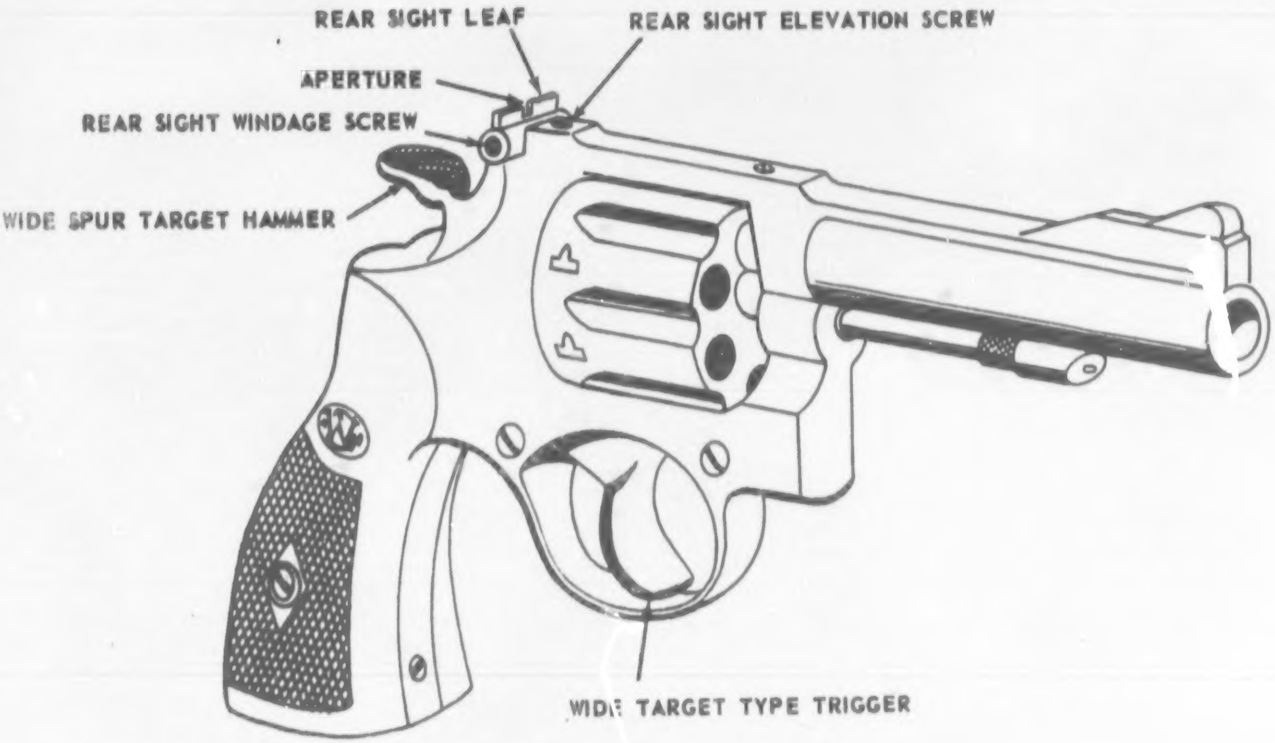

Figure 1-1. Smith and Wesson Combat Masterpiece Caliber .38 Revolver Model No. 15

d. Trigger. The trigger (figure 1-1) is serrated and shaped to fit the index finger. It is operated by pressing to the rear.

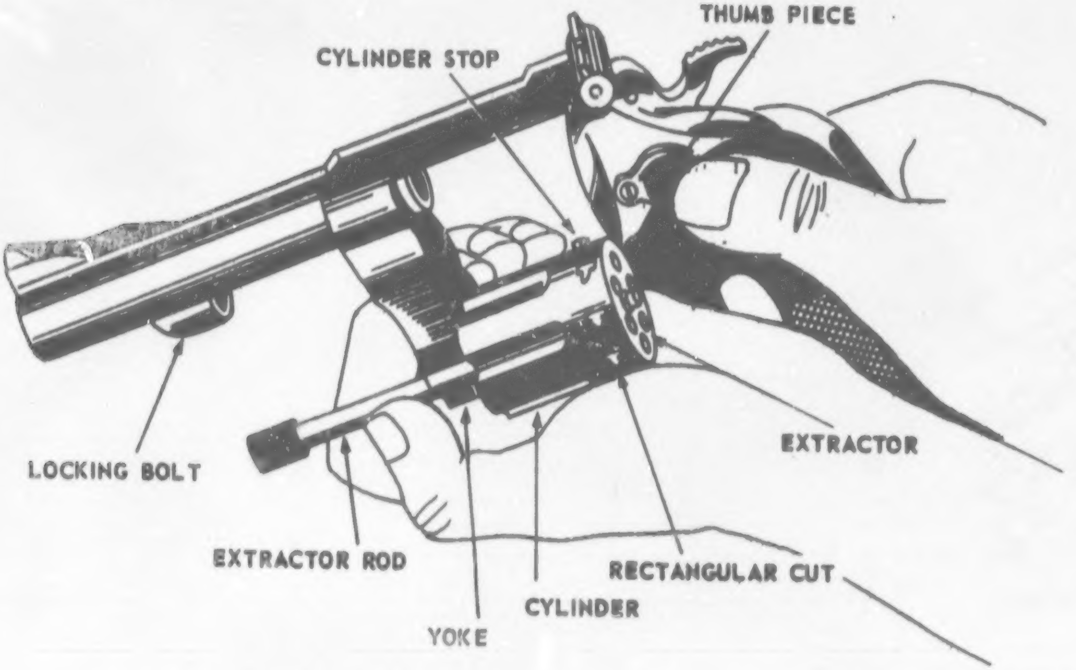

Figure 1-2. Pushing thumbpiece to release cylinder and yoke group

e. Thumbpiece. The thumbpiece (figure 1-2) is located on the left side of the revolver above the stock. It is knurled and shaped to fit the thumb. Pressing the thumbpiece forward depresses the bolt plunger, center pin, and locking bolt, thus releasing the cylinder and yoke group. Spring loading returns the thumbpiece to its original position (when the cylinder is closed).

f. Cylinder and Yoke. The cylinder and yoke (figure 1-2) swing out to the left side of the revolver for loading and ejecting. The cylinder stop projects through a slot in the frame and into rectangular cuts in the cylinder. It keeps the cartridge chambers aligned with the barrel.

g. Extractor. The extractor (figure 1-2) is located at the rear of the cylinder and is attached to the extractor rod that runs through the center of the cylinder and yoke group. It is knurled at the forward end. Pressing the extractor rearward will extract the empty shells or cartridges. The extractor spring will return the extractor to its normal position.

ATTENTION

h. Hammer Block. The hammer block is an internal part of the revolver. It prevents the hammer from moving forward to fire a round, except when the trigger is pressed all the way to the rear. An accidental blow on the hammer cannot cause the revolver to fire.

Chapter 2

OPERATING INSTRUCTIONS

2-1. This chapter contains precautions and instructions for mechanical operation of the revolver.

ATTENTION

2-2. PRECAUTIONS TO BE OBSERVED. Before proceeding to use the revolver, you must observe and practice the safety precautions outlined below until they become second nature:

a. You must check the revolver for live ammunition when you pick it up, draw it from the holster, or hand it to or accept it from another individual.

b. Always keep the revolver holstered, except when you draw it for a definite purpose.

c. Never point the revolver at anything you do not intend to shoot.

d. Do not cock the revolver unless you intend to fire. Do not insert a finger in the trigger guard until you are ready to fire.

e. Do not dry fire, even with dummy cartridges, unless you are on a regular target range or are aiming at a known inanimate target object and have a suitable backstop.

f. When the revolver is out of the holster be absolutely certain that it is not pointing at any part of yourself or others who are in your immediate vicinity.

CAUTION

★ g. If, when firing, a weak or peculiar report is heard, cease firing immediately, and inspect the barrel for an obstruction. A stuck bullet, or any other object in the barrel, must be removed at once, since a plug of mud, snow, twigs, or an abnormal quantity of heavy grease in the bore may result in a bulged or burst barrel. [NOTE: Always insure that the weapon is clear prior to inspecting the barrel for an obstruction.]

2-3. LOADING.

a. Hold the weapon in your right hand. Place the two middle fingers of your left hand on the right side of the cylinder. Place the thumb of your left hand on the left side of the cylinder. Push forward on the thumb piece (with the thumb of your right hand) and press the cylinder out with the fingers of your left hand. Hold the weapon with the cylinder up, between the two middle fingers and thumb of your left hand. Tilt the muzzle down slightly (figure 1-2).

b. Load the weapon by placing a round in the top chamber. Rotate the cylinder (either direction) until the next empty chamber comes up on top. Continue this procedure until all required rounds are loaded (figure 2-1).

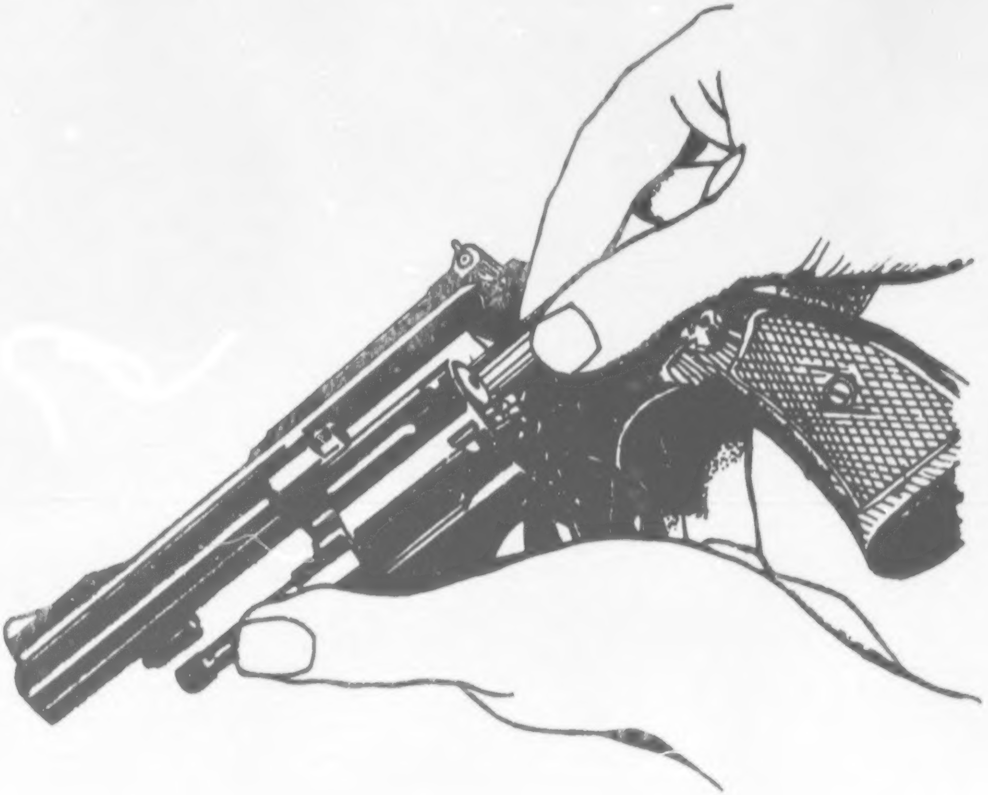

Figure 2-1. Loading cartridge into cylinder

ATTENTION

If less than six rounds are loaded, place the empty cylinder chamber in line with the bore and any subsequent empty chambers to the left of the bore.

c. Return the cylinder and yoke into the frame by pressing with the thumb of the left hand. Rotate the cylinder until it locks in place.

a. Single-action Firing.

(1) Cock the hammer.

(2) Squeeze the trigger with your trigger finger only, keeping the sights aligned on the target. Apply the basic firing techniques discussed in Volume I. If sight adjustments are necessary, refer to paragraph 1-2b.

b. Double-action Firing. Squeeze the trigger, keeping the sights aligned on the target.

2-5. UNLOADING.

a. If hammer has been cocked, refer to the CAUTION BLOCK of paragraph 1-2c.

b. To open the cylinder use the same procedures as for loading.

c. Hold the weapon in the left hand with the two middle fingers through the frame and against the right side of the cylinder. Tilt the muzzle up slightly. With the thumb of the left hand, press in smartly (one time) on the extractor and release it. This will allow the spent casings to fall out of the chamber. Do not hold on to or press down on the extractor rod more than once. This may cause the casings to jam between the extractor and chamber (figure 2-2).

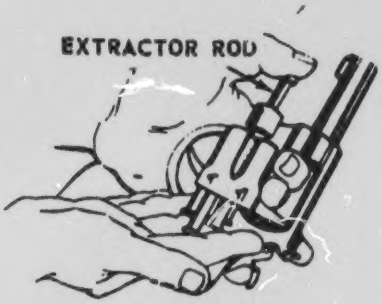

Figure 2-2. Extracting and ejecting cartridges

Chapter 3

MAINTENANCE

3-1. This chapter contains instructions for cleaning, inspecting, lubricating and troubleshooting the revolver.

3-2. CLEANING.

a. Thoroughly clean the bore and chambers using the authorized cleaning brush, rod (figure 3-1), patch, and rifle-bore cleaner.

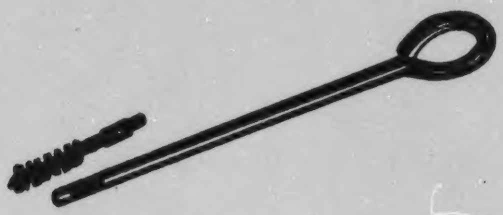

Figure 3-1. Special tools

b. Run the brush through the bore and chambers several times (figure 3-2).

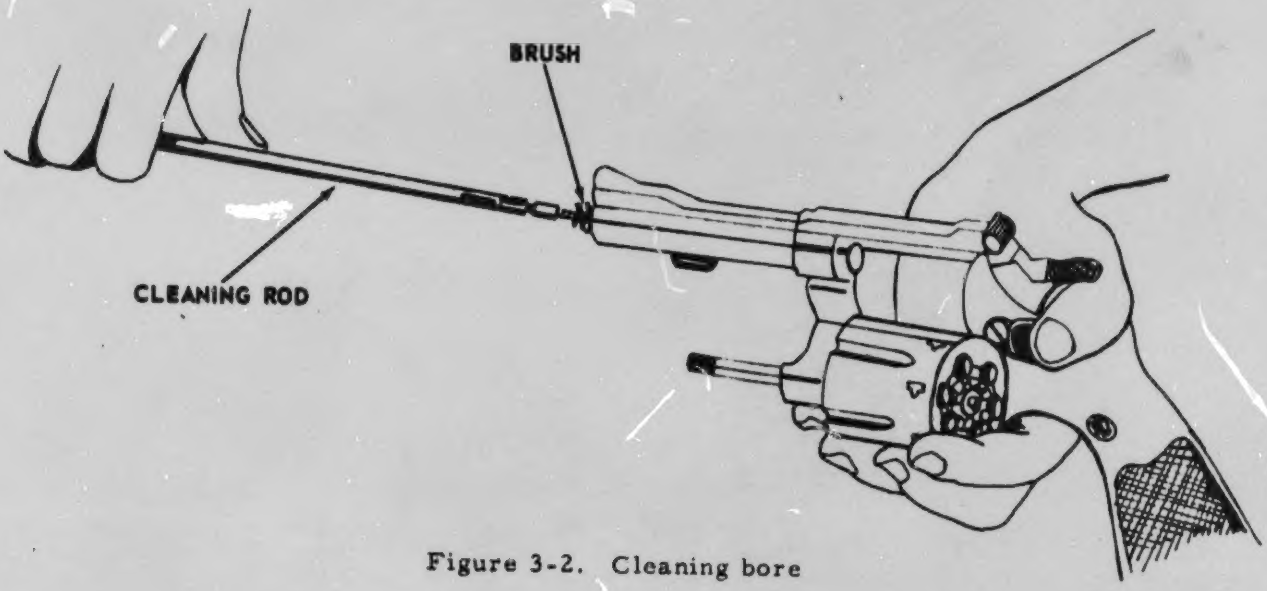

Figure 3-2. Cleaning bore

c. Run a patch (dipped in rifle-bore cleaner) through the bore and chambers several times (figure 3-3). Run a clean patch through to remove surplus bore cleaner.

d. Repeat a through c above until all foreign matter is removed.

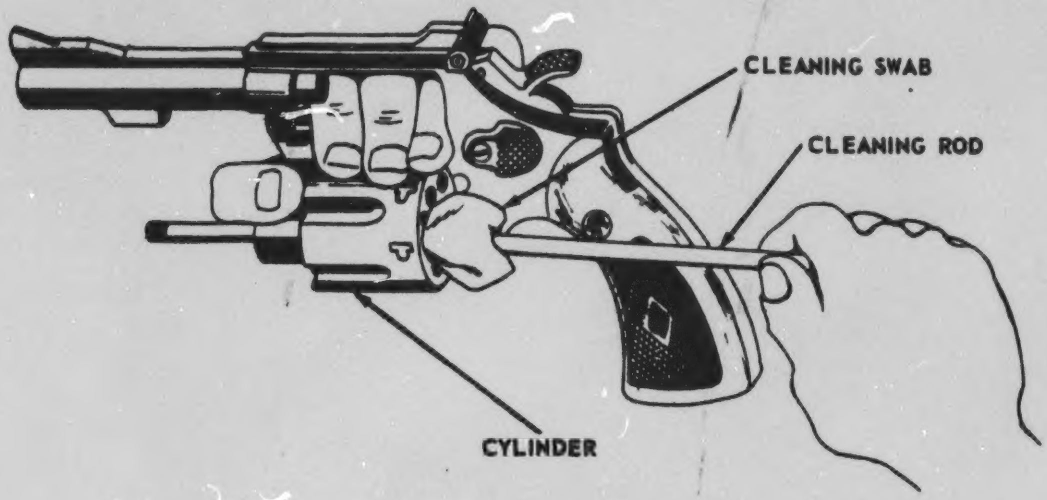

Figure 3-3. Cleaning cylinder

3-3. INSPECTION. Check the operation of the following parts:

a. Hammer - paragraph 1-2c.

b. Thumbpiece - paragraph 1-2e.

c. Locking bolt - paragraph 1-2e.

d. Cylinder and yoke - paragraph 1-2f.

e. Extractor - paragraph 1-2g.

CAUTION

If the weapon fails to function properly, return it to the unit armory.

3-4. LUBRICATION.

a. Run a patch (dipped in oil) through the bore and chambers. Lightly oil all outer surfaces of the revolver.

b. Apply one or two drops of oil to the base of the hammer (when in the cocked position). Lightly oil the sight adjustment screws and the extractor.

c. Wipe outer surfaces of the revolver using a clean wiping cloth wet with proper oil and wrung out.

3-5. TROUBLESHOOTING. Malfunctions, their probable causes, and remedial actions are listed in table 3-1.

Table 3-1. Troubleshooting

TROUBLE	PROBABLE CAUSE	REMEDY
Failure to feed.	Dirty cylinder. Battered cartridge.	Clean cylinder. Remove cartridges.
Failure of cylinder to rotate.	Broken thumbpiece or cylinder stop.	Remove cartridges. Notify unit gunsmith.
Failure to fire.	Defective primer. Broken mainspring. Broken hammer.	Remove cartridges. Notify unit gunsmith. Notify unit gunsmith.

CAUTION

a. After a failure to fire, due to a possible hangfire or cook-off, the following general precautions will be observed until the cartridge has been removed from the revolver and the cause of failure determined.

(1) Keep the revolver pointed in a safe direction.

(2) The revolver cannot be recocked to fire the same cartridge.

(3) Wait 10 seconds from the failure to fire before opening the cylinder.

(4) Actuate the extractor and remove the cartridges.

★ CAUTION

During the prescribed time intervals, the revolver will be kept trained on the target or pointed to the ground and all personnel will stand clear of the barrel.

mismumbered

all available
material included

Chapter 4

PREPARATORY MARKSMANSHIP TRAINING

4-1. This chapter contains instructions for properly gripping and cocking the revolver, and includes a description of firing positions. The basic premarksmanship fundamentals discussed in Volume I apply.

> **ATTENTION**
>
> All illustrations are for right-handed shooters. Left-handed shooters can apply the same techniques by reversing the procedure.

4-2. GRIPS. The one-hand grip is normally used for firing from standing and hip-shooting positions. The two-hand grip is normally used when firing from kneeling, sitting, and prone positions. One-hand or two-hand grips may be used for firing from any position.

a. One-hand Grip. The revolver can be held in any one of three different manners, depending upon the size of your hand and the degree of firmness you desire.

(1) The conventional grip is normally used for single-action firing (figure 4-1). Grip the stock firmly with the lower three fingers to prevent recoil from twisting the weapon in your hand and causing you to lose uniformity of grip. Hold the thumb as shown (in figure 4-1) to aid in controlling the revolver during trigger squeeze and recoil, and to cock the weapon without disturbing sight alignment (figure 4-2).

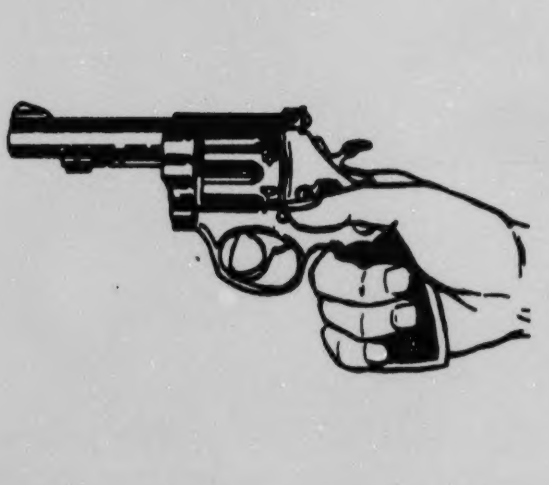

Figure 4-1. Conventional one-hand grip

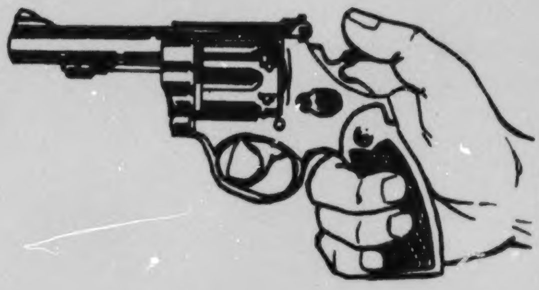

Figure 4-2. Conventional one-hand grip, cocking weapon

(2) The alternate grips are different only in regard to the position of the little finger and thumb. The little finger may be curled beneath the butt of the weapon (figure 4-3) for better balance, or the thumb may be brought down for a tighter grip (figure 4-4). The latter grip is normally used for double-action firing.

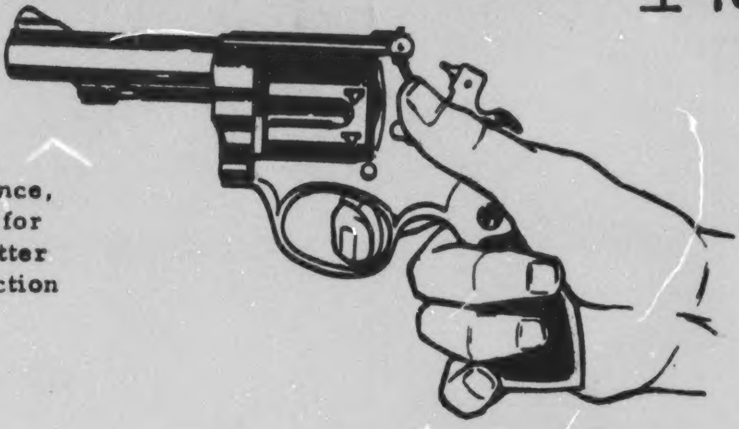

Figure 4-3. Alternate one-hand grip with thumb up.

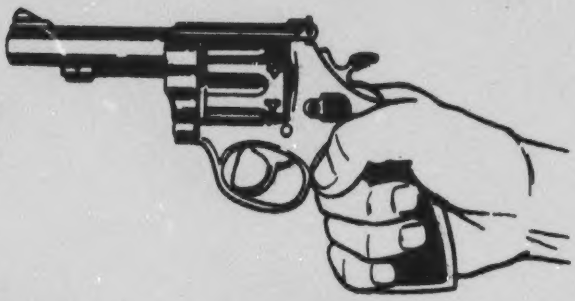

Figure 4-4. Alternate one-hand grip with thumb down.

b. Two-hand Grip. The two-hand grip differs only in that the fingers and thumb of the free hand are closed over the firing hand in a manner that will provide maximum support (figure 4-5). Cock the weapon with the thumb of your free hand for single-action firing (figure 4-6).

c. You should try the different grips and adopt the one that best suits you.

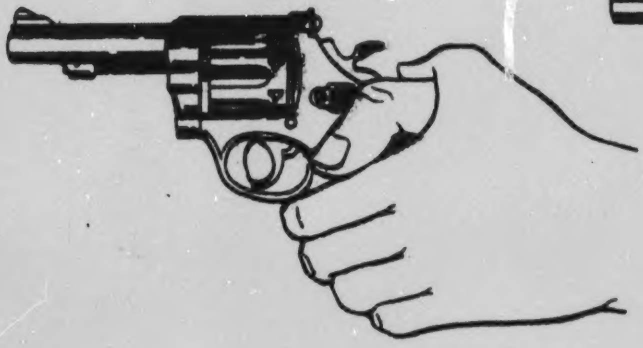

Figure 4-5. Two-hand grip

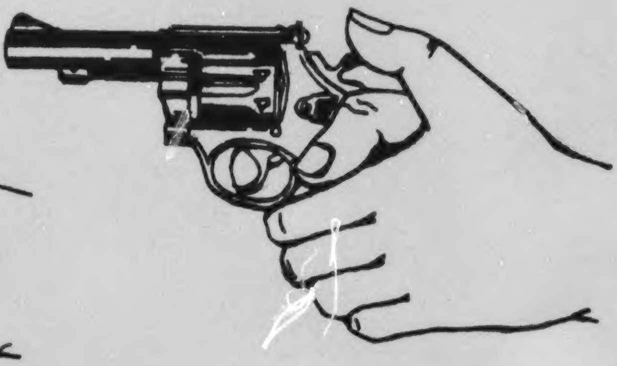

Figure 4-6. Two-hand grip, cocking weapon

4-3. POSITIONS.

ATTENTION

The guidelines explained below are locally established procedures to be used on the firing line while a student in the course. All illustrations are for right-handed shooters. Left-handed shooters can apply the same techniques by reversing the procedures, EXCEPT that left-handed shooters may not deviate from the load and raised pistol positions.

a. Figure 4-7 illustrates the load position. The load position is assumed by facing your target, feet spread shoulder-width apart (see paragraph 2-3).

b. Figure 4-8 illustrates the depressed pistol position. The depressed pistol position is used when the weapon is loaded, and you are waiting to fire. To assume the depressed pistol position extend the weapon straight out in front of you and lower it until the weapon is approximately at a 45 degree angle from the body. To support the arm holding the weapon and to keep the weapon a safe distance from your body, make a fist out of your free hand and place it in your armpit.

c. Figure 4-9 illustrates the raised pistol position. The raised pistol position is used to move from one place to another on the firing line. To assume the raised pistol

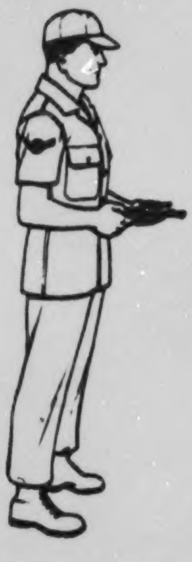

Figure 4-7. Load position

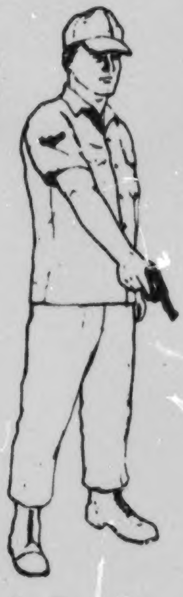

Figure 4-8. Depressed Pistol

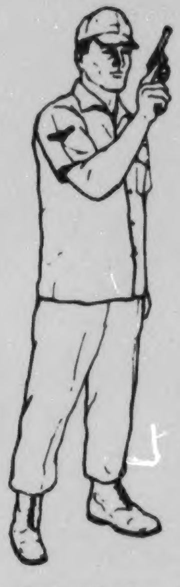

Figure 4-9. Raised Pistol

position, grip the weapon in your right hand. Place the right thumb on the extractor. Bend the arm at the elbow and raise the weapon until it is approximately at a 45 degree angle from the body. When the weapon is loaded, this position becomes the challenge position.

4-4. Figures 4-10 through 22 illustrate the major firing positions that have been adopted for firing the Caliber .38 Revolver. The positions you will fire from will depend on the course of fire that you will complete. Positions may be modified and adapted to best suit the shooter. During dry fire you should decide how each position will be most comfortable for you and use this position during live fire. Either one or two hands may be used for any of the positions.

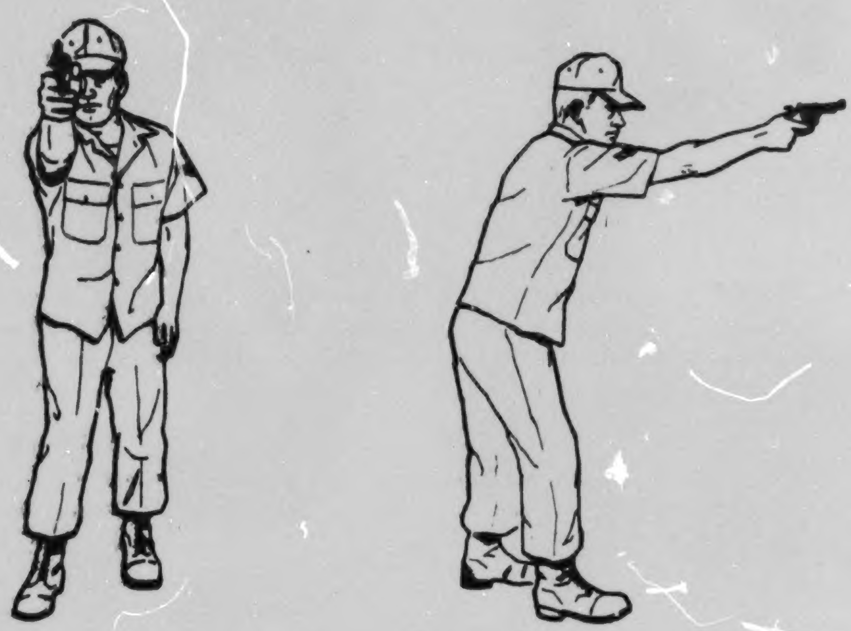

Figure 4-10. Standing (one hand)

a. Standing. Face the target with feet shoulder-width apart. Bring the weapon up on target. Take a short step forward with the right foot; bend the knees keeping both heels on the ground; and bend slightly forward at the waist.

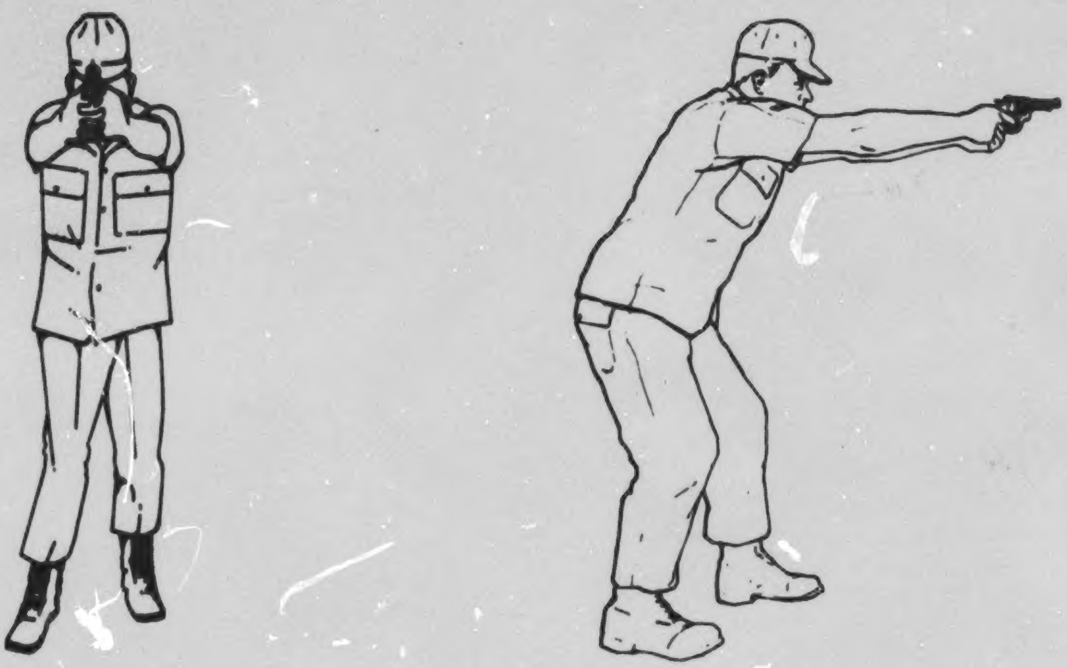

Figure 4-11. Standing (two hand)

b. Crouch. Bring the weapon up on target. Take a short step forward with the left foot; bend slightly at the knees and waist; and keep both heels on the ground.

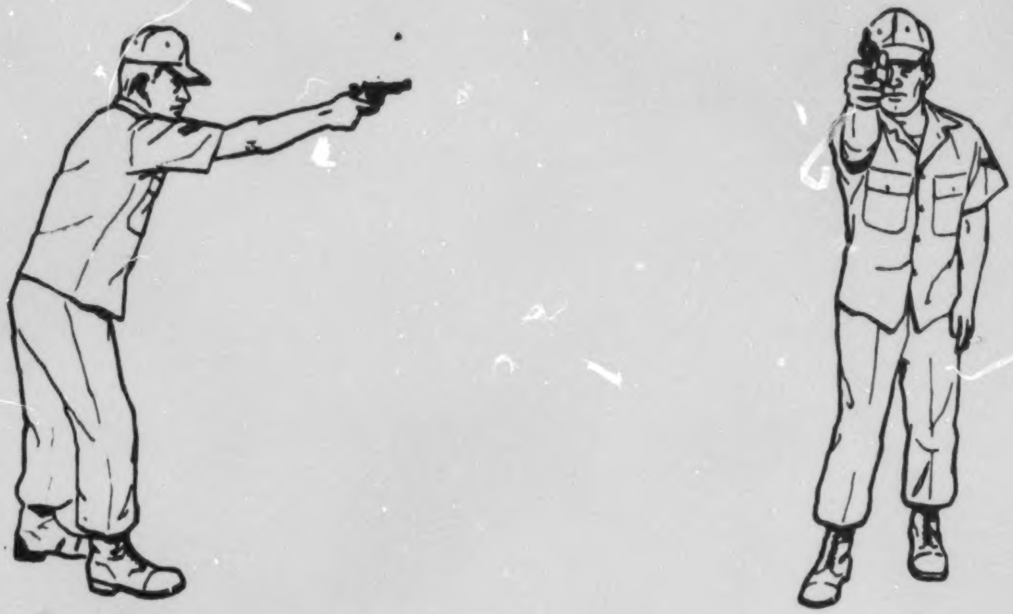

Figure 4-12. Crouch (one hand)

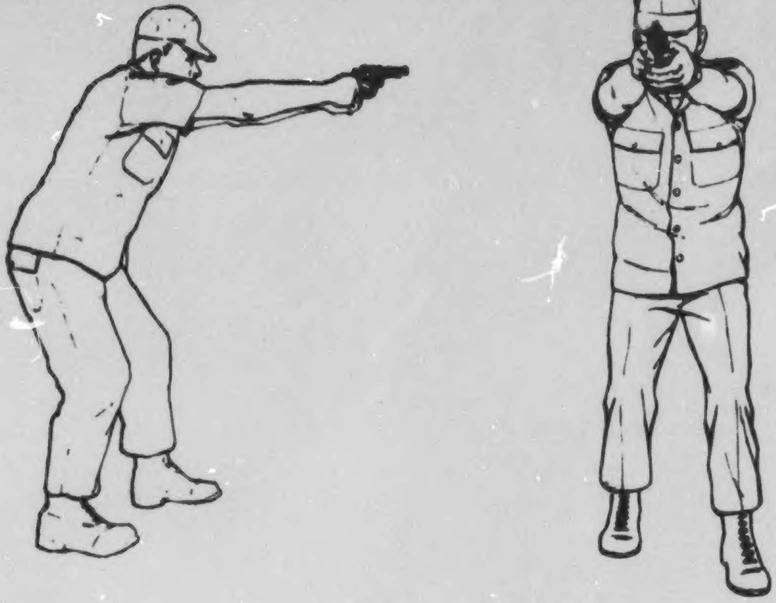

Figure 4-13. Crouch (two hand)

c. Right Barricade. Bring the weapon up on the target. Place the left foot against the right corner of the barricade. The right foot is placed to the rear, and slightly to the left of the left foot. For the one-hand grip, the left hand is placed with the palm against the barricade and the fingers pointing upward. The thumb is extended to form an "L," and the right wrist is rested on the thumb. Keep both arms straight and locked. For the two-hand grip, both hands would be outside of the barricade.

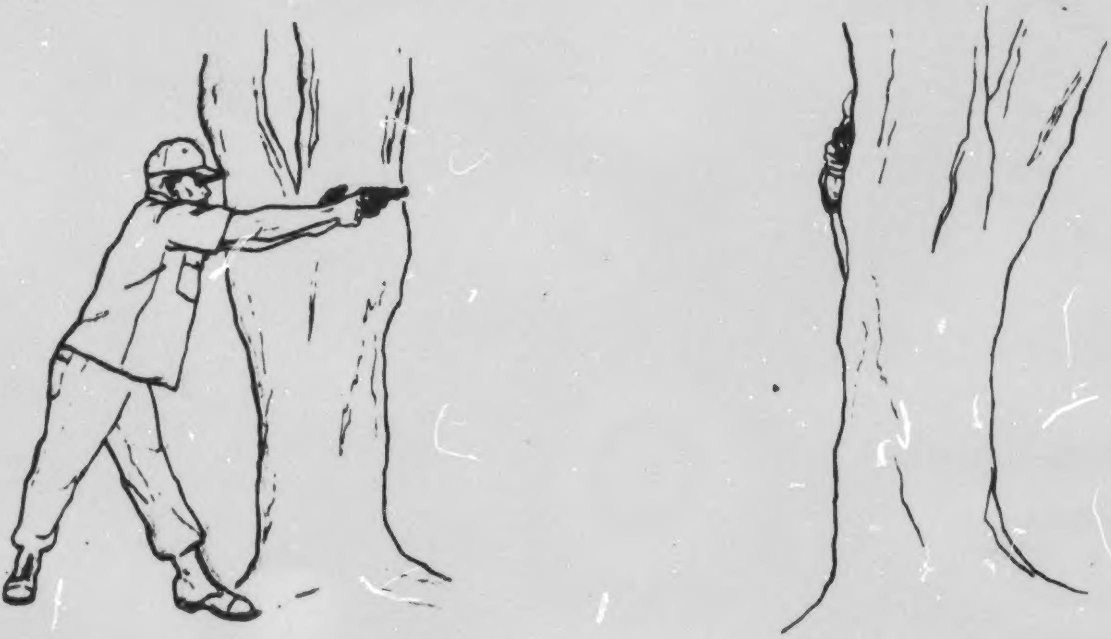

Figure 4-14. Right barricade

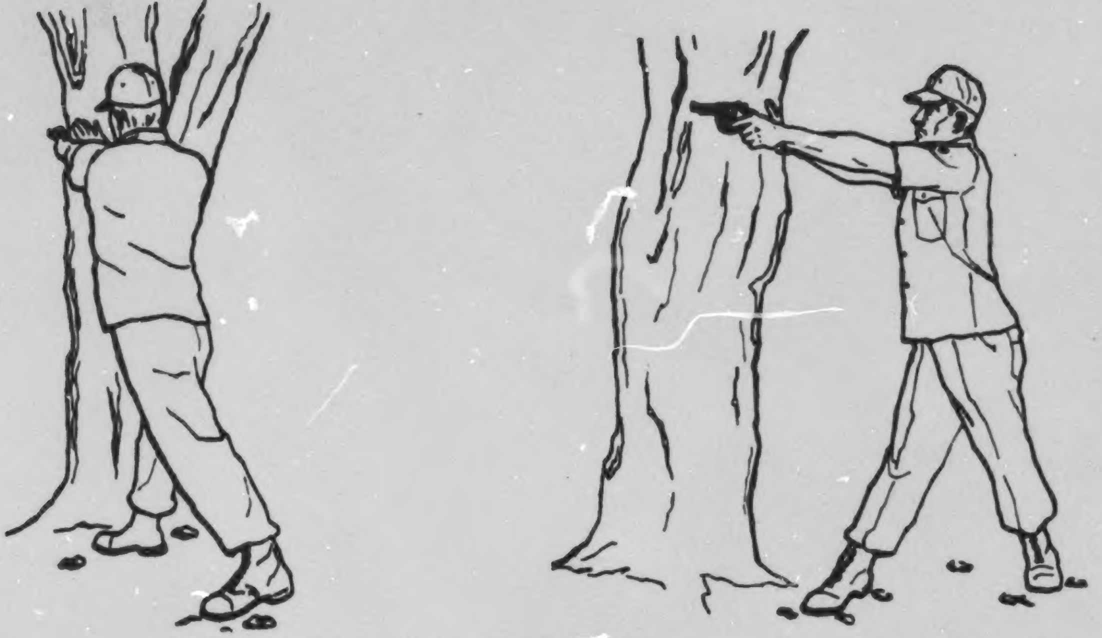

Figure 4-15. Left barricade

d. Left Barricade. The procedures for assuming this position are the reverse of the right barricade, and the weapon is fired with the left hand.

NOTE: The Barricade Position may be modified for firing from any position. The position used will be dictated by the situation and circumstances at the time of firing.

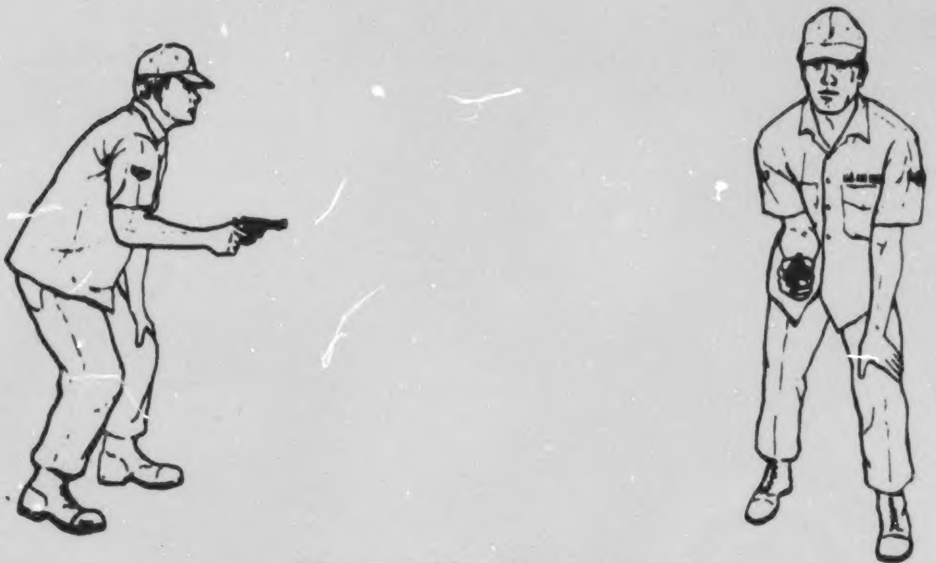

Figure 4-16. Hip position

e. Hip. The Hip position is assumed in the same manner as the Crouch (see Figure 4-12), except the weapon is brought up to the waist line.

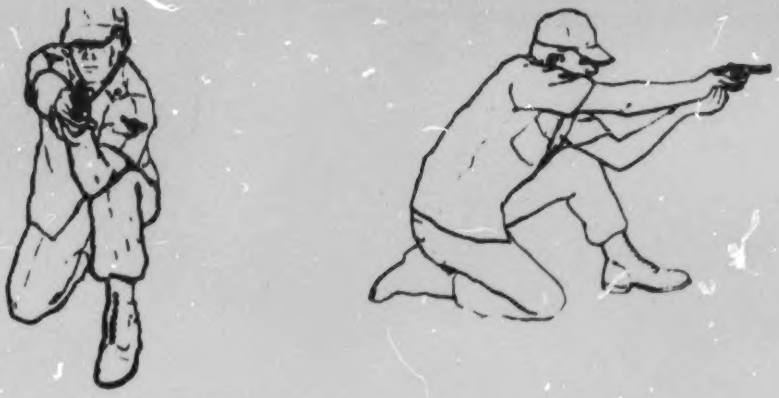

Figure 4-17. Kneeling (one hand)

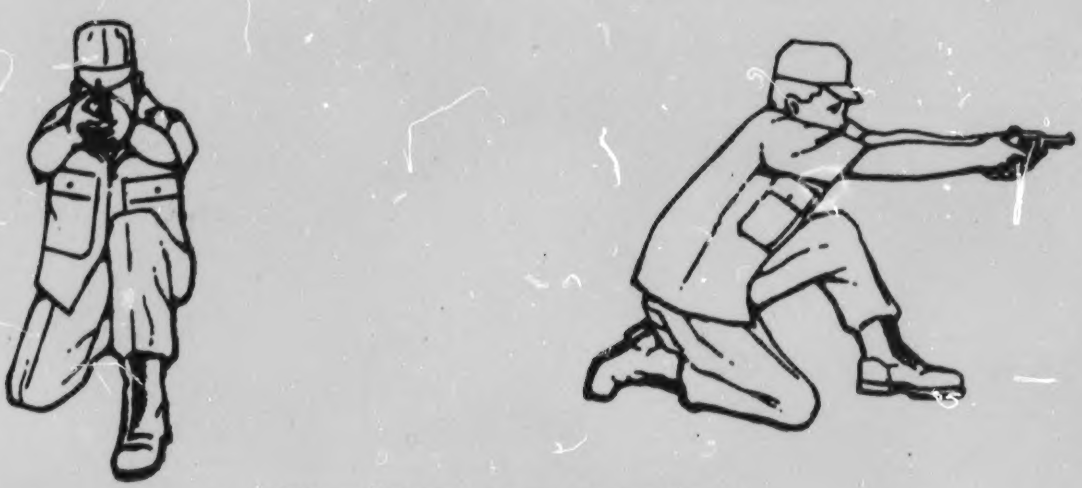

Figure 4-18. Kneeling (two hand)

f. Kneeling. Bring the weapon up on the target; take a normal step forward with the left foot; drop to your right knee, and sit on your right heel.

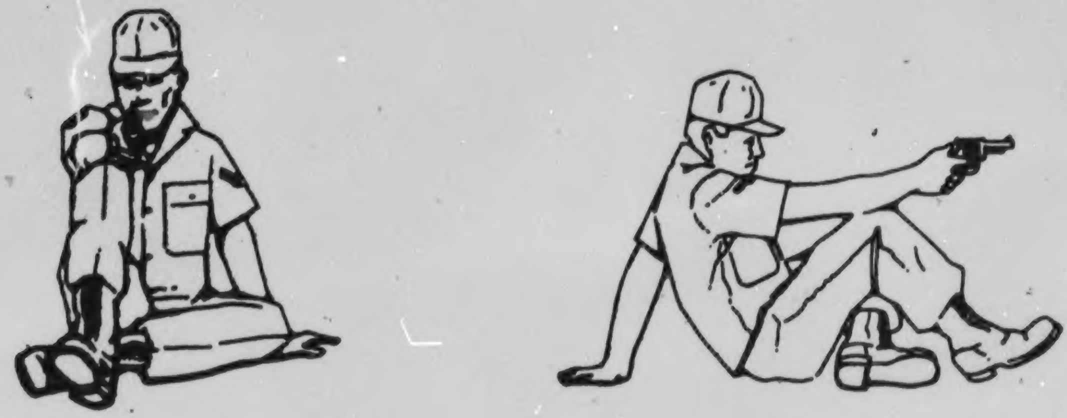

Figure 4-19. Sitting (one hand)

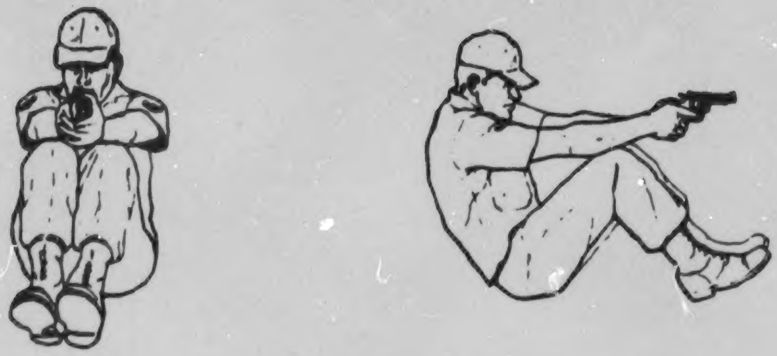

Figure 4-20. Sitting (two hand)

g. Sitting. Bring the weapon up on the target. Sit down and break your fall with your free hand.

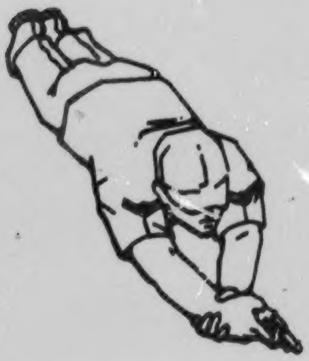

Figure 4-21. Prone (one hand)

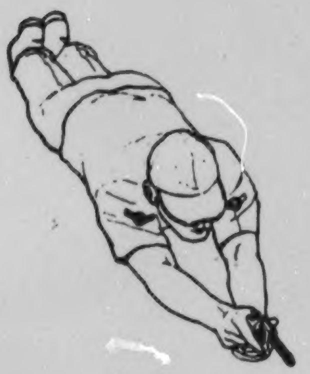

Figure 4-22. Prone (two hand)

h. Prone. Bring the weapon up on the target. Make sure you keep the muzzle down range and well in front of your body. Drop down to your knees and fall forward breaking your fall with your free hand and arm.

4-5. In an actual situation, the type of grip, method of firing, or position used will, in part be determined by your proficiency, the target and its distance from you, and the situation itself. Regardless of the grip or method of firing used, maintain as much contact as possible between your hand and the weapon.

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PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE
	Law Enforcement Specialist

BLOCK NUMBER	BLOCK TITLE
II	Orientation and Law Enforcement Psychological Management of Individuals

1 COURSE CONTENT — 2 TIME

1. Orientation

    a. Introduce Academy/Course Officials

    b. Academy/Base Policies and Procedures

    c. Student Responsibilities/Safety

    d. Course Overview

    e. Types and Uses of Instructional Materials

    f. Learning Center (LC)

    g. Community College of the Air Force (CCAF)

    h. Critique Program

    i. Conservation of Training Materials, Resources, and Energy

    j. Personal and Professional Integrity

    k. USAF Honor Guard

    l. Student Study Habits

    m. ATC Evaluation

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
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PLAN OF INSTRUCTION/LESSON PLAN PART I (Continuation Sheet)

COURSE CONTENT

SUPPORT MATERIAL AND GUIDANCE

Audio Visual Aids
Transparencies, Orientation

Training Methods
Lecture/Discussion

Instructional Guidance
Emphasize the Career Education Certificate Program. Stress the importance of integrity as the most esteemed characteristic of the law enforcement specialist and that it is the foundation of our image and reputation. Discuss personal integrity by example. Stress safety throughout all aspects of training.

MODIFICATIONS

Block II, #2 of this publication has (have) been deleted in adapting this material for use in Vocational and Technical Education. Deleted material involves extensive use of military forms, procedures, systems, etc. and was not considered appropriate for use in vocational and technical education.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	**COURSE TITLE** Law Enforcement Specialist
BLOCK NUMBER II	**BLOCK TITLE** Orientation and Law Enforcement Psychological Management of Individuals

1 **COURSE CONTENT**	2 **TIME**
3. Drugs a. Identify the characteristics of commonly abused drugs.	

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	**SIGNATURE AND DATE**

PLAN OF INSTRUCTION NUMBER	**DATE**	**PAGE NO.**
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SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
PT, Drugs of Abuse

Audio Visual Aids
Film, TF 6726, Handling the Drug Abuser

Training Methods
Lecture/Discussion
Performance

Instructional Guidance
Issue and introduce Programmed Text, Drugs of Abuse. Instruct students to begin PT and follow all instructions. Insure that each student completes the criterion exercise and evaluate student progress by reviewing the exercise. Provide assistance when necessary. Show and critique Film, TF 6726. Lead a discussion concerning drug abuse.

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PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE Law Enforcement Specialist
BLOCK NUMBER II	BLOCK TITLE Orientation and Law Enforcement Psychological

1 COURSE CONTENT	2 TIME
4. Confrontation Management a. Provided with riot control equipment, perform as a member of a flight in riot control formations IAW AFM 125-12. b. Given a chemical MACE hand weapon and a training cartridge, demonstrate loading and unloading procedures without error.	

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
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COURSE CONTENT

SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
AFM 125-12, Response to Disorders - Planning, Tactics and Employment
SH, Riot Control Formations

Audio Visual Aids
Films: TF 19-3836, Riot Control Munitions
TF 3-4437, Care and Cleaning of Gas Masks

Training Equipment
Gas Mask (1)
Helmet w/liner (1)
Face Shield (1)
36" Baton (1)
Gun, Chemical MACE (1)
MACE Chemical Cartridge (1)

Training Methods
Discussion/Demonstration
Performance

Multiple Instructor Requirements
Supervision, Safety (5)

Instructional Guidance
Introduce and lead a discussion on the special orders pertaining to confrontation management. Stress safety and closely monitor student performance. Introduce the TF-1 Taser Electronic Gun.

Mir: An instructor/Student Ratio of one instructor per 8 students is essential based upon the complexity of the tasks. Additionally, one instructor is required at all times to act as Control Officer.

LESSON PLAN

L3ABR81132

TECHNICAL TRAINING

LAW ENFORCEMENT SPECIALIST

BLOCK II

4 August 1977

ORIENTATION AND
LAW ENFORCEMENT PSYCHOLOGICAL MANAGEMENT OF INDIVIDUALS

HEADQUARTERS 3250 TECHNICAL TRAINING WING (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas

ATC FORM 214 (JAN 76) OBSOLETES ATC FORMS 214, MAY 69, 522, NOV 63 AND 523, MAY 71. STANDARD COVERSHEET

PART II - TEACHING GUIDE

INTRODUCTION (5 Minutes)

Welcome Students. Introduce the course and let students know what is expected of them. Explain the reasons for their attendance in this course and that the course will provide them important knowledge concerning the career field.

BODY (50 Minutes)

PRESENTATION:

I. Orientation

1. Introduce Academy/Course Officials
2. Academy/Base Policies and Procedures
3. Student Responsibilities/Safety
4. Critique Program
5. Use of the Learning Center (LC)
6. Community College of the Air Force (CCAF)
7. Course Overview/Effective Study Procedures
8. Types and Use of Instructional Materials
9. ATC Evaluation
10. Conservation of Training Materials, Resources, and Energy
11. Personal and Professional Integrity
12. USAF Honor Guard
13. Student Study Habits

CONCLUSION (5 Minutes)

Inform students that all information presented is designed to insure their progress through the course and that they will be briefed on any changes as required. Inform students of the time and place to report for their first class.

PART II - TEACHING GUIDE

INTRODUCTION (5 Minutes)

Introduce the lesson and inform the students what is expected of them. Students will be required to participate in discussions and exercises.

BODY (1 Hour, 45 Minutes)

PRESENTATION:

I. Stand Guardmount IAW AFM 207-2.

1. Purpose of Guardmount
    a. Inspect personnel, equipment and weapons
    b. Pass-on information and Instructions
    c. Assign posts
2. Guardmount Formation
    a. Positions
    b. 1st Squad
    c. 2nd Squad
    d. 3rd Squad
    e. 4th Squad
    f. Reporting (Sir,_____Squad Present and Accounted For)
    g. Inspection
    h. Dismissal

APPLICATION:

3. Have each student perform in a formal guardmount

EVALUATION:

4. Have the student flight perform a formal guardmount and inspection with no more than three errors. Upon completion, annotate the ATC Form 667a.

CONCLUSION (10 Minutes)

Summarize the key points of the lesson. Inform the students that the information learned in this unit of training will be useful in the field as well as during training.

PART II - Teaching Guide

1. Issue each student programmed text "Drugs of Abuse" along with the respective Learning Exercise Booklet. Introduce the test and make pen-and-ink changes as required. Inform them that they can keep the Learning Exercise Booklet, but they are not to mark, in any way, in the Programmed Text because of its reuse in the next class. Also, inform them that they are only allowed to use the Programmed Text, not the Learning Exercise Booklet, when accomplishing a criterion exercise.

2. Insure instructions are understood by all students and advise students they should request instructor assistance whenever necessary.

3. Evaluate student progress by checking the completed criterion exercise using the answer key contained in the lesson plan. Students must satisfactorily complete one exercise before continuing to the next one. If the student makes more errors than specified for the criterion exercise, have him reaccomplish the exercise until he attains the objective. Inform students that they should not attempt to guess at any of the responses, but to use the text in finding the correct answer.

4. For those students needing additional assistance or remedial training:

    a. Give individual instruction as much as possible, or assign additional instructor(s) to assist, or

    b. Assign advanced student(s) (peer instruction) to assist, or

    c. Retain for additional formal training

5. Make periodic checks of learning exercises to insure they are being completed by the student.

6. The Criterion Exercise Booklet will be accomplished in the classroom. After each criterion objective is satisfied, initial ATC Form 667.

7. Upon completion of the criterion exercise, destroy and dispose of. Do not use students for disposition of the criterion exercises.

8. Introduce, show, and critique film, TF 6726, Handling the Drug Abuser.

9. Lead a three hour discussion on the material covered in Programmed Text, Drugs of Abuse.

Drugs of Abuse

Answer Key Criterion Exercise #1

F 1
D 2
B 3
A 4
C 5
E 6

A 7
F 8
B 9
C 10
C 11
D 12

E 13
A 14
B/E 15
C 16
D 17
D 18
E 19

PART II - Teachning Guide

INTRODUCTION (10 Minutes)

Introduce Riot Control and inform the students what is expected of them. Explain that this portion of training will provide them with important knowledge and skills required of a Security Policeman.

BODY (19 Hours and 40 Minutes)

PRESENTATION:

I. Provided with riot control equipment, perform as a member of a flight in riot control formations IAW AFM 125-12.

1. Discuss
    a. Special instructions/Crowd Behavior
2. Discuss assisting agencies to include:
    a. Local authorities
    b. State Police
    c. National Guard
    d. U.S. Army
    e. Other USAF agencies
3. Discuss the individual in riot control
    a. Well trained
        (1) Sharp
        (2) Well disciplined
        (3) Responsibility
4. Discuss the degrees of force that can be used
    a. Show of force
    b. Riot control formations
    c. Employment of water

d. Riot control agents

e. Fire by selected marksmen

5. Introduce, show and critique film TF 19-3836

6. Introduce, show and critique film TF 34-4471

7. Introduce the baton

   a. Description

   b. Characteristics

      (1) Offensive weapon

      (2) Psychological weapon

   c. Authorization to use baton

   d. How used

      (1) As a team weapon

      (2) Only from line formation or line formation with lateral support

   e. Equipment used with baton

      (1) Helmet with face shield

      (2) Gas mask

      (3) Armored vest

   f. Areas of the body not to strike

      (1) Head

      (2) Throat

      (3) Solar Plexis

      (4) Spine (back of neck)

8. Positions

   a. Rest position

- (1) Feet shoulder width apart
- (2) Grasp baton with both hands six inches from tips
- (3) Baton rests across upper thighs
- (4) Commands
  - (a) Rest Position
  - (b) Move

b. Ready position

- (1) Feet shoulder width apart
- (2) Knees flexed
- (3) Baton held with both hands
- (4) Forearms parallel to ground
- (5) Knuckles out
- (6) Thumbs down
- (7) Wrists straight
- (8) Elbows close to sides
- (9) Commands
  - (a) Ready position
  - (b) Move

c. Straight forward thrust (left or right tip)
  (1) Thrust baton tip straight out
  (2) Power comes from forward arm
    (a) Elbow locked
    (b) Wrist flat and locked
  (3) Rear arm
    (a) Rotates rear of baton inside of wrist
    (b) Arm kept close to side
    (c) Hand guides baton
  (4) Step forward with opposite foot
    (a) Maintain balance
    (b) Distribute power to forward foot
    (c) Feet remain shoulder width apart

  (5) Commands
    (a) Straight forward thrust
    (b) Left (or right) tip
    (c) Freeze (if needed)
    (d) Ready
    (e) Move

d. Angle thrust (left or right tip)
  (1) Thrust baton out at an angle to formation
    (a) Elbow locked
    (b) Wrist locked and flat

- (3) Rear Arm
    - (a) Rotates rear of baton inside wrist
    - (b) Arm kept close to side
    - (c) Hand guides baton
- (4) Feet
    - (a) Step forward and at same angle as forward arm
        - (1) Maintain balance
        - (2) Distribute power
- (5) Commands
    - (a) Angle thrust
    - (b) Left (or right) tip
    - (c) Freeze (if needed)
    - (d) Ready
    - (e) Move

e. Side thrust (left or right tip)

- (1) Slight step to right or left
- (2) Thrust baton straight to side in which step was taken
- (3) Power comes from forward arm
    - (a) Elbow locked
    - (b) Wrist flat and locked
- (4) Rear arm
    - (a) Held high
    - (b) Hand rotates rear of baton inside wrist
    - (c) Hand guides baton

- (5) Commands
    - (a) Side thrust
    - (b) Left (or right) tip
    - (c) Freeze (if needed)
    - (d) Ready
    - (e) Move

f. Straight forward smash

- (1) Step forward with either foot
- (2) Bring baton straight out
- (3) Make contact with rioters chest
- (4) Push straight back
    - (a) Straight forward smash
    - (b) Freeze (if needed)
    - (c) Ready
    - (d) Move

g. Modified smash (left or right tip)

- (1) Step forward with same foot as tip used
- (2) Make contact with rioter
    - (a) Baton should touch shoulder and left or right side of chest
- (3) Straighten forward arm applying equal pressure with rear arm
- (4) Push rioter left or right
- (5) Commands

- (a) Modified smash
- (b) Left (or right) tip
- (c) Freeze (if needed)
- (d) Ready
- (e) Move

H. Strike (left or right tip)

- (1) Pivot away' from attacker
- (2) Snap baton out in one motion
- (3) Strike forearm or shin
- (4) Commands
  - (a) Prepare attacker
    - (1) Attacker
    - (2) Right (or left) overhand (underhand) attack
    - (3) Freeze (if needed)
    - (4) Ready
    - (5) Attack
  - (b) Policeman reacts when attacker moves.

9. Flight formations

10. Riot control flight

a. Personnel involved

- (1) 49 Personnel
  - (a) Flight leader (armed with .38)
  - (b) 4 Squad leaders
  - (c) 44 Squad members

11. Tactical Neutralization Team

a. Used for apprehending rioters, transporting injured or disabled personnel to appropriate locations, reinforcing a line formation in the event of a break through or other emergency, and to neutralize armed subjects in various situations.

b. Consists of

(1) Team Leader

a. Armed with a revolver, may also carry a 40 MM Grenade Launcher and a supply of smoke and gas grenades.

(2) Marksman

a. Provides selected firepower at a person or place.

b. Armed with a revolver and M-16 rifle equipped with scope

(3) Coverman

a. Provides cover fire during deployment of TNT

b. Armed with a revolver and M-16 rifle

(4) Defenseman

a. Provides immediate protection of the team in case of surprise close range assualt.

b. Usually armed with a revolver and shotgun

c. All members armed with chemical mace, handcuffs and riot baton in addition to other weapons.

d. During special operations, the situation will dictate the type and amount of equipment needed.

(1) A ready kit of enough equipment for one TNT should be accessible

12. The Tactical Squad

(1) Consists of 13 personnel

(a) Three teams composed of 4 men each (TNT members should be used).

(b) All teams armed with baton, MACE and H/cuffs, with the exception of the leader and two members who are armed with M-16 rifles equipped with Lock Plates and Sniper Scopes for anti-sniper purposes. Additionally one member will carry smoke grenades.

(c) Used as apprehension team

(d) Used to plug holes left by individual squad members

(e) Used in support of all squads

(f) Used to transport disabled or injured personnel to appropriate location

(2) An officer will command the TAC squad

(3) When used in conjunction with a Riot Control Flight, the TAC squad Leader will be responsible to the Riot Control Flight Leader.

13. The Flight, Tactical Neutralization Team, and The Tactical Squad may be operated together or independently, depending up the situation.

14. Flight Column

a. Used for movement of personnel into and out of formation

b. Personnel stand at the ready position

(1) Show of Force. Proclamation read to mob from this formation

15. Flight Line

a. Flt. leader commands "FLIGHT LINE" and gives hand signal

b. Squad leaders command "FLIGHT LINE"

c. Flt. leader commands "MOVE"

d. 4th Squad leader commands "FOLLOW ME" and gives hand signal, then forms base of line

e. 3rd, 2nd and 1st Sq. leaders command "STAND FAST"

f. When 4th squad has formed base, 3rd squad extends the line from right to left; 2nd and 1st squads from right to left to complete line, giving the same commands.

(1) Squad members are one arm's distance apart

(2) When line is formed, TAC Squad leader commands "TAC SQUAD, MOVE". Centers 15 paces to rear of line. (Used when TAC Squad is part of flight)

g. To move line forward, Flt leader commands "FORWARD".

(1) Sq leaders repeat "FORWARD"

(2) Flt leader commands "MOVE"

(3) Flt moves out at 60 steps per minute

(4) To halt flight, flt leader commands "FLIGHT", Squad leaders command "SQUAD": Flt ldr then gives command of execution "HALT".

(a) Squad members take one more step and plant feet shoulder width apart.

16. Flight Assemble

a. Flt leader commands "FLIGHT ASSEMBLE"

b. Flt leader commands "MOVE"

c. Squads 1,2,3, and 4 command "FOLLOW ME"

(1) Starting with squad one, squads numerically rotate to the left and move out at double time to flight leader.

(2) TAC squad takes most direct route to rear of Flight Column.

17. Flight line with lateral support

a. Flt leader commands "FLIGHT LINE WITH LATERAL SUPPORT"

b. Squad leaders 2 and 3 command "FLIGHT LINE"

c. Squad leaders 1 and 4 command "LATERAL SUPPORT"

d. Flt leader commands "MOVE"

e. Squad leader 3 commands "FOLLOW ME"

f. After 3rd squad is formed, 2nd squad moves forward and dresses on the 3rd squad.

g. After 3rd and 2nd squads are formed, 1st and 4th squads move out to form lateral support.

(1) Extend the line, left/right or both from this posture.

18. Rear guard from line formation with Tactical Squad attached.

a. On command "REAR GUARD", flight halts (if moving); Squads 2 and 3 halt at ready position, Squads 1 and 4 assume lateral support.

b. Squad leaders 1 and 4 repeat "REAR GUARD".

c. Squad Leaders 2 and 3 command "STAND FAST".

d. Odd numbers of squad 1 execute right face; even numbers execute left face. Odd numbers of squad 4 execute left face; even numbers execute right face.

e. TAC squad moves forward on command of TAC Squad Leader.

f. Flt leader commands "MOVE"

g. Odd numbers of squads 1 and 4 and TAC 2 move to cover rear of formation

h. At this time, all personnel will be in the ready position

i. This movement must be executed in less than 4 seconds

19. Recover from rear guard

a. Flight leader commands "REAR GUARD, RECOVER"

b. Squad leaders repeat command "RECOVER"

(1) Odd numbers,squads 1 and 4 and TAC 2, execute about face.

c. Flight leader commands "MOVE"

(1) All personnel move back to original positions

20. Rear guard from lateral support.

a. Squad leaders 1 and 4 repeat Rear Guard (Squad leaders 2 and 3 command "STAND FAST").

(1) Odd numbers of squad 1 execute right face; even numbers execute left face. Odd numbers of squad 4 execute left face; even numbers execute right face.

(2) TAC squad moves forward on command of TAC Squad Leader

21. Recover from Rear Guard (Lateral Support)

a. Same commands and execution for recovering from Rear Guard (line formation)

22. Rear Guard from Flight Line (without Tactical Squad or TNT)

a. Used as defense against sudden attack from the rear by an unarmed mob.

b. The Flight Leader and Squad Leader commands "REAR GUARD" (flight halts if marching; even numbers stand fast. Odd numbers face rear at ready position).......MOVE." (odd numbers double time 3 paces to the rear and come to the ready position facing rear. The flanks are guarded by odd number 3 and 5 on the right and 9 and 11 on the left.

c. To Recover

(1) Flight Leader commands "Rear Guard, Recover".

(2) Squad leaders repeat command "RECOVER" (at this time odd numbered personnel do an about face).

(3) Flight leader commands "MOVE" and all personnel return to original positions.

23. Prepare for Gas

a. Flight leader commands "PREPARE FOR GAS, ODD NUMBERS" (flight halts if moving)

b. Squad leaders repeat "ODD NUMBERS"

c. Flight leader commands "MOVE"

d. Odd numbers take 2 steps to rear, kneel on left knee, lay baton under right foot, don gas mask, pick up baton and assume original position.

e. After odd numbers are back on line, the same commands are used for even numbers. Same action is performed by even numbers.

f. To recover

a. The command "RECOVER FROM GAS, ODD/EVEN NUMBERS, move" is used and same action taken.

24. Left and Right Turn (line formation)

a. Flt leader commands "RIGHT (LEFT) TURN"

b. Squad leaders repeat "RIGHT (LEFT) TURN"

c. Flt leader commands "MOVE"

d. On left turn, line pivots on number 12 man, 1st squad

e. On right turn, line pivots on number 2 man, 4th squad

25. Left and Right Turn (line with lateral support)

    a. Same commands as from the line formation

    b. On left turn, flight pivots on number 12 man, 2nd squad

    c. On right turn, flight pivots on number 2 man, 3rd squad

APPLICATION:

26. Application will be spread throughout the lesson in order that students may practice each skill as it is presented.

EVALUATION:

27. Evaluate each student's achievement of the criterion objective.

PRESENTATION:

II. Given a Chemical MACE hand-weapon and a training cartridge, demonstrate loading, and unloading procedures without error.

1. Legal implications (when to use MACE)

2. Effects of MACE

    a. Physical

    b. Psychological

3. MK-V

4. Operation

    a. Safety

    b. Wearing

    c. Loading

    d. Firing

    e. Unloading

5. Checking amount

6. Care and maintenance

APPLICATION:

7. Have students perform loading and unloading procedures with a MACE hand-weapon.

EVALUATION:

8. Evaluate each student's achievement of the criterion objective.

CONCLUSION (10 Minutes)

Reemphasize main points, clearing up any questions students may have. Inform students of their next unit of instruction.

END OF DAY SUMMARY

SUMMARY

1. Restate objectives of the lesson
2. Emphasize the areas of major importance
3. Use oral questions to determine areas to be retaught

ASSIGNMENT

1. Identify study material
2. Give cause for student to study assignment
3. Mention method of study

INTRODUCTION TO NEW DAY'S WORK

1. Arouse student interest.
2. Review items of major importance
3. State objectives to be covered on this particular day.
4. Continue presentation beginning where it ended the previous day.

227

PREPARE THE MAN

PROGRAMMED TEXT
3ABR81130-1/3ABR81230

Technical Training

DRUGS OF ABUSE LEARNING EXERCISES

May 1974

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
Department of Security Police Training
Lackland Air Force Base, Texas

Designed For ATC Course Use

ATC Keesler 4-4646

DO NOT USE ON THE JOB

Department of Security Police Training
Lackland AFB, Texas

PT 3ABR81130-1/
3ABR81230

LEARNING EXERCISES

INTRODUCTION

This Learning Exercise Booklet is designed for use by students in courses 3ABR81130-1, Security Specialist, and 3ABR81230, Law Enforcement Specialist, to support the Programmed Text. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the Department of Security Police Training. The program is designed using Instructional System Development principles and concepts.

INSTRUCTIONS

This Learning Exercise Booklet is designed so that you will go through it step by step. Read the information in the Programmed Text and respond as you are directed. After completion of the learning exercise turn to the back of this booklet and confirm your response. DO NOT proceed until you have responded correctly. If you require assistance, see your instructor. As you complete and confirm each learning exercise, return to your Programmed Text and continue with your study.

This Learning Exercise Booklet may be retained by the student.

Copies of this Learning Exercise Booklet are issued by the Curricula Unit on request of the user.

LEARNING EXERCISES

Learning Exercise 1.

Match the type of person on the right with the examples on the left.

EXAMPLES

____1. Pattern of compulsive drug use.

____2. Improper use not more than a few times.

____3. Drug use for reasons of a deeper and more continuing nature.

____4. Improper use of any narcotic substance or improper possession of any narcotic substance.

____5. Drug use for reasons of curiosity.

TYPE OF PERSON

a. Drug Abuser

b. Drug User

c. Drug Experimenter

d. Drug Addict

Circle the correct answer.

6. The majority of drug abusers are YOUNG/OLDER airmen.

7. Abuse of drugs has become a(n) FIGHT/ESCAPE device.

8. One of the primary ingredients in the use of drugs is SECURITY/INSECURITY.

Answer the following questions.

9. Briefly explain what the Ostrich Syndrome is.

____

____

10. What type of symptoms would require your immediate reaction if you notice these behavioral patterns in one of your fellow workers?

____

____

Learning Exercise 2.

Complete the following statements.

1. The most potent product from the Opium Poppy is __________.
2. In powdered form, heroin may resemble __________________.
3. When heroin is in a capsule, it looks very much like _______ ________ found on the market.
4. As a liquid heroin may resemble ______________________.
5. Some of the different ways heroin can be consumed are:

____

____

____

Answer the following questions.

6. A person who has been "snorting" heroin has the symptoms of what other kind of ailment?

____

____

7. Why are there few cases of heroin injected through the use of a needle in the Air Force?

____

____

____

Learning Exercise 3.

Place T (TRUE) or F (FALSE) beside each statement.

____1. Marijuana is stronger than alcohol.

____2. Marijuana resembles tobacco in appearance.

____3. Refining marijuana into a powder is called "filling."

Complete the following statements.

4. It takes ____________ of marijuana to produce one pound of hashish.

5. The __________________ from the hemp plant is used to make hashish.

Learning Exercise 4.

Answer the following questions.

1. What is the basic difference in all stimulants?

____

____

2. How do stimulants take effect in a person's internal system?

____

____

Learning Exercise 5.

1. Which depressants are used most often in the Air Force?

____

Place an "X" beside those characteristics associated with the use of barbiturates.

____2. Slurred speech.

____3. Drowsiness.

____4. Keen alertness.

____5. Excessive stimulation.

____6. Depression.

____7. Constricted pupils.

LEARNING EXERCISE ANSWERS

Learning Exercise 1, CORRECT RESPONSE:

1. d, 2. c, 3. b, 4. a, 5. c,

6. Young, 7. Excape, 8. Insecurity,

9. This takes place when individuals sits back and does nothing when a person has a problem.

10. Drastic behavioral change.

Learning Exercise 2, CORRECT RESPONSE:

1. Heroin, 2. Powdered sugar, 3. Any tablet,

4. Tap water, 5. Sniffed, injected, eaten, smoked,

6. These symptoms are similiar to a person who has a runny nose,

7. Since body exposure often occurs, the risk of exposing needle marks is high plus the fact that if the needle is used the marks must be inconspicuous.

Learning Exercise 3, CORRECT RESPONSE:

1. F, 2. T, 3. F, 4. 625 pounds,

5. Resin.

Learning Exercise 4, CORRECT RESPONSE:

1. Duration and intensity of the reactions

2. Stimulate the central nervous system

3. Psychological dependence

Learning Exercise 5, CORRECT RESPONSE:

1. Barbituates, alchol, 2. X, 3. X, 4. ___, 5. ___ ,

6. X, 7. X.

PREPARE THE MAN

PROGRAMMED TEXT
3ABR81130-1/3ABR81230

Technical Training

DRUGS OF ABUSE CRITERION EXERCISES

May 1974

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
Department of Security Police Training
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Designed For ATC Course Use

ATC Keesler 4-4848

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Lackland AFB, Texas

PT 3ABR81130-1/
3ABR81230

CRITERION EXERCISES

INTRODUCTION

This Criterion Exercise Booklet is designed for use by students in courses 3ABR81130-1, Security Specialist, and 3ABR81230, Law Enforcement Specialist, to support the Programmed Text. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the Department of Security Police Training. Knowledges acquired from using the Programmed Text and Learning Exercise Booklet will help you perform the exercises, solve the problems, or answer the questions presented in this Criterion Exercise Booklet. It was designed using Instructional System Development principles and concepts.

INSTRUCTIONS

The material in this Criterion Exercise Booklet is presented in a programmed format. The criterion exercises will be completed in a logical sequence as indicated in your Programmed Text. Each criterion exercise must be evaluated by your instructor to insure achievement of the learning objectives.

This booklet is distributed on the basis of one for each instructor and student. It is organizational rather than personal property and is authorized to remain in the personal possession of individual(s) to whom issued so long as it is required for instructional and training purposes in the classroom. Upon completion of this booklet by the student it is to be collected by the instructor and destroyed.

Copies of this Criterion Exercise Booklet are issued by the Curricula Unit on request of the user.

Criterion Exercise 1

Match the type of drug with its characteristic by placing the appropriate letter in the space provided before each characteristic.

DRUG CHARACTERISTICS

____1. Source the same but 6 to 8 times stronger than marijuana.

____2. Reduce the activity of the central nervous system.

____3. Legal hazards outweigh the physical hazards.

____4. Strongest derivative of the poppy plant.

____5. Increase the activity of the central nervous system.

____6. Came into prominence in the 60's.

____7. In powdered form has the same consistency as powdered sugar.

____8. Resin from the marijuana plant.

____9. Odor of "burnt leaves" on the breath.

___10. Users appetite will decrease sharply.

___11. Produce the most obvious physical symptoms in an overdose situation.

___12. Withdrawl occurs 12-18 hours after last fix.

___13. Mind-expanding creators of greater awareness.

___14. Person will have itchy feeling when needing a fix.

___15. Produces dilation of the pupils in some instances.

___16. Overdose will cause a person to become extremely excitable.

TYPE OF DRUG

a. Heroin

b. Marijuana

c. Stimulants

d. Depressants

e. Psychedelics

f. Hashish

DRUG CHARACTERISTICS

____17. In the same category with alcohol, but mixed with alcohol, can be fatal.

____18. Overdose can cause shock.

____19. Outward reactions to use are unpredictable.

TYPE OF DRUG

a. Heroin

b. Marijuana

c. Stimulants

d. Depressants

e. Psychedelics

f. Hashish

When completed, give to your instructor for evaluation.

Instructor's Initials________

DEPARTMENT OF THE AIR FORCE
Headquarters US Air Force
Washington DC 20330

AF MANUAL 125-12

10 April 1973

Security Police

RESPONSE TO DISORDERS—PLANNING, TACTICS AND EMPLOYMENT

This manual prescribes installation commander's responsibilities for responding to disorders within the installation or in riotous situations. It includes levels of confrontation, tactics and degree of force to be used. Special considerations are given for the confinement or detention of persons involved in disorders. Riot control equipment is described with requirements for equipment mobility. This manual requires the preparation of base level confrontation management plans. It will be used in security police training courses in the Department of Security Police Training, Lackland AFB, Texas.

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Supersedes AFM 125-4, 15 September 1970, and AFPs 125-4 and 125-5, 15 September 1970. (For summary of revised, deleted, or added material, see signature page.)

OPR: IGSS

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Chapter 1

GENERAL INFORMATION

1-1. Background Information. Management of human relations in the military society is a process of balancing and adjusting the interest of the individual to the accomplishment of the military mission. The day when the military disciplinarian could demand and expect blind and unreasoning obedience and when capricious and whimsical demands might be made of military personnel is past, and rightly so. A recognition of this fact is essential to understanding the guidance in this manual. In the past several years, we have seen an increase in the use of violence as a form of protest against real or imagined injustices in our society. The Air Force, as a reflection of American society, has not been immune to protest, peaceful and violent.

a. The best "control" of riotous situations is prevention. A key part of prevention is preparation to counter a disorder when other preventive measures fail. This preparation is a three-step program:

(1) Know the statutory and directive authority on which control actions rest;

(2) Ensure that all personnel assigned confrontation tasks are adequately trained; and

(3) Formulate plans which are flexible enough to ensure that available manpower and equipment are used to best advantage when violence occurs.

b. The basic purpose of this manual is to assist the commander in accomplishing the three steps above.

1-2. Basic Policy. Guidance in this manual supports the policy that violence and disorder on the part of any individual, or group of individuals, will not be tolerated.

1-3. Legal Aspects of Confrontation Management:

a. The basic authority for all actions called for under this manual rests with the Constitution of the United States, Article 4, Section 3, which grants Congress the authority to make war. This authority is transferred to the heads of the military departments by 5 U.S.C. 301, which states:

> "The heads of an executive or military department may prescribe regulations for the Government of his department, the performance of his business, and the custody, use and preservation of its records, papers and property."

Also, U.S.C. 8012 (f) pertaining to the Air Force states:

> "The Secretary (of the Air Force) may prescribe regulations to carry out his function, powers and duties under his title."

The power of the Secretary may be transferred to local commanders by validly issued regulations, and Congress recognizes this authority by prescribing penalties for violations. The courts have ruled that regulations published by Government agencies pursuant to a delegation of authority from Congress have the force and effect of law. (Cafeteria and Restaurant Workers Union, Local 473 v. McElroy, 284 F. 2d 173 (DC Cir 1969): Tasker v. United States, 178 Ct. Cl. 56 (1967); and Frederick v. Bensen Aircraft Corporation, 436 S. W. 2d 765, 1968.)

b. Many of the actions contemplated by this manual are pursuant to the commander's authority delegated by Congress under Section 21 of the Internal Security Act of 1950 (Public Law 831, 81st Congress) and the authority delegated pursuant to Department of Defense Directive 5200.8, 20 August 1954. Pertinent portions are:

(1) Section 21 of the Internal Security Act states:

> "797. Security regulations and orders: *Penalty for violation.*
> (a) Whoever willfully shall violate any such regulation or order as, pursuant to lawful authority, shall be or has been promulgated or approved by the Secretary of Defense . . . for the protection of security of military or naval aircraft, airports, airport facilities, vessels, harbors, ports . . . or other property or places subject to the jurisdiction, administration or in the custody of the Department of Defense . . . shall be guilty of a misdemeanor and upon conviction, shall be liable to a fine of not to exceed $5,000 or to imprisonment for not more than one year, or both.
> (b) Every such regulation or order shall be posted in conspicuous and appropriate places. September 23, 1950, c. 1024, Title I, par 21, 64 Stat. 1005."

(2) Department of Defense Directive 5200.8, 20 August 1954, implements the statute as follows: "IV. Designation of Authority. The following military commanders are hereby designated as having the authority to promulgate the necessary regulations pursuant to Paragraph III above (Section 21, Internal Security Act of 1950.

(a) . . .

(b) . . .

(c) Commanders of major air commands, numbered air forces, air divisions, wings, groups and installations, subject to the jurisdiction, administration or the custody of the Department of the Air Force."

c. Other guidance is in AFR 355-11.

1-4. General Overview. In the chapters that follow, specific guidance is given for plans, tactics, application of force, reinforcement, equipment, training confinement, and reports. It is impossible to provide a textbook solution to every confrontation. No two are completely alike. It is possible, however, for a command to prepare for this type of emergency. The better prepared an installation is, the less likely it will have to use its plan.

Chapter 2

SIGNIFICANT ASPECTS OF CROWD BEHAVIOR

2-1. General Information. The disorders addressed in this manual go beyond the occasional fight that may break out in a base club. While such a fight might trigger a larger confrontation it is nevertheless the widespread, crowd or mob oriented confrontation that is the subject of the present planning. A brief review of the nature of crowds may be helpful in setting the tone and establishing the proper perspective. At the same time, we must bear in mind that a crowd is composed of individuals. It is the behavior of the individual that is important. If charges are preferred growing out of mob violence, it is the individual who must be charged.

2-2. Crowd and Mob Behavior:

a. The Nature of Crowds:

(1) Casual Crowd—group of people who happen to be in the same place at the same time, but are neither unified nor organized (for example, the shoppers at the base community center on Saturday morning).

(2) Cohesive Crowd—group of people assembled for a specific purpose, share a common interest, and are attentive to a common focal point. The casual crowd may become a cohesive crowd if an incident takes place which draws its attention. Almost anything unusual can provide the cohesive stimulus.

(3) Expressive Crowd—group of people held together by a common purpose. Usually there is well-defined leadership and the crowd will tend to display a unified mood. An expressive crowd is always a cohesive crowd and may easily develop from a casual crowd. Many incidents of this type of phenomenon are on record. For example, a casual crowd is leaving the base theater following a movie. In the throng a scuffle occurs that flares into a fist fight between two individuals. The casual crowd is immediately transformed into a cohesive crowd watching the fight. The security policemen arrive on the scene and attempt to break up the fight. As the two individuals are pulled apart and led to the security police vehicle, the crowd becomes expressive, hooting and jeering at the security police making the apprehension. Leadership, like a crowd, is spontaneous. Someone who has been in trouble or has an "ax to grind" with the police begins the harassment and others follow. In too many incidents such crowds have passed this stage and gone into the next phase of mob development.

(4) The Aggressive Crowd. Group of people under positive leadership engaged in aggressive action. The aggressive crowd is, at the same time, expressive and cohesive. This classification therefore provides a progressive summary at each stage of the police problem.

b. Basic Behavior Patterns of a Mob. Students of mob behavior identify several basic patterns of the actions of mob members. These classifications are not necessarily intended to be mutually exclusive or inclusive. There may be combinations of these behavior patterns or others observed in many mob situations. However, the general behavior patterns include:

(1) Aggressive. The object of mob violence may be a person, group of people, property, or a combination of these. The mob is intent on taking action against the objective.

(2) Escape. A crowd becomes a mob when panic takes over the emotional sensibility of the individual. Panic behavior occurs in a situation where the people have no prepared response with which to meet the emergency. If firm leadership arises at the onset of the situation, the panic reaction may be avoided.

(3) Acquisitive. In some mobs the main purpose of the irrational behavior seems to be the acquisition of some desired object. Mobs that begin in a destructive vein may break down into uncontrolled looting.

(4) Expressive. The expressive form of behavior normally will not cause a particular police problem. The expressive mob may do bizarre and peculiar things in a highly emotional state to express itself for its cause. The danger will lie in the ease with which such behavior can be transformed by an agitator or leader from the mere expression of emotions to the more formidable manifestations of mob behavior.

c. Individuals Involved. What sort of people can we expect to find engaging in mob activity? It is important that we consider this question if we are going to be properly oriented in our control procedures. Types of people that can be expected at the mob scene are:

(1) Impulsive and Lawless Persons—persons who are hotheaded, anxious to incite a fight. Mob behavior is almost normal for these individuals. They need only a fancied insult or a slight provocation to excite them to violence.

(2) Suggestible People—persons who are easily influenced to follow the lead of the more violent type.

(3) Cautious Individuals—individuals who would like to get into the action but would never do so on a one-to-one basis. They are more than willing to allow the cloak of anonymity to give them the courage by hiding their identity.

(4) Yielders—individuals who are opposed to violence and would not normally go into the action, but rationalize that because everyone is involved they should be as well.

(5) Supportive Persons—individuals who do not actively engage in mob action. They are the sidelines shouting encouragement, the cheerleaders, so to speak.

(6) Resisters—members of the crowd who will not lose their perspective, and will recognize the mob activity for what it is. These will resist the majority and, in so doing, add fuel to the fire of intolerance.

(7) Psychopathic Individuals—individuals with a pathological personality structure who might be a part of the mob. These are people who are angry with the world because of frustrations or mental illness, and who use the riotous situation as a means of getting even with society.

d. Behavior Dynamics. Dynamic movements that must be countered if order is to be restored are:

(1) Lack of Restraint. When a crowd becomes a mob the normal restraints and inhibitions that mark man as civilized are lost. This is a key point and should be especially noted by the commander when he is confronted with a crowd in the early stages of becoming a mob. While experience has shown that the commander has often been the key factor in quelling the actions of crowds and preventing the escalation of bad feelings and violence, each case must be evaluated in light of the unique situation. For example, if the commander or his policy is the focus of the crowd's displeasure, it is likely that he is not the one, at that point, to attempt to reason with the group. To repeat, individual judgement must be applied to each case to determine the most responsive role of the commander.

(2) The Commonality of Behavior. Members of a mob tend to act alike. As has been noted, mob behavior is emotional and without reason. There is no similarity, generally, between the individual's personality or behavior outside of the mob environment. The mob dynamics may involve anyone, regardless of his status in society, intellect or education. Mobs are not limited to any particular race, creed, economic status, section of the country or neighborhood. They may occur anywhere and for a great variety of reasons.

(3) Social Suggestion. Even without the emotional impact of a crowd turned mob there is a natural instinct of man to imitate others. This phenomenon is seen in the tendency of a group to begin to applaud following the scattered applause of a few. One person takes his cue from another. Many people will fall in line and follow a leader, take his suggestions of conduct, or imitate his actions. The behavior of a crowd depends often on momentary suggestion. The attention of crowd members is directed principally to objects and symbols which excite their feelings. Crowd behavior is governed not by intellect, but by passion; not by cool calculation, but by impulse.

(4) Impression of Universality. No one likes to be noted as different in a group. This, combined with the natural feeling engendered by a crowd having a singleness of purpose, gives the impression that the activity of the group is universal and accepted because everyone feels the same way about it.

(5) Anonymity. Anonymity has been mentioned several times in this discussion. Its importance in the development of a mob from an unruly crowd cannot be overstressed. The individual feels that, since there are so many involved, the chances of his being personally pointed out or punished for the lawless activity are very remote. In many cases it has been noted that the mere presence of an official photographer has acted to deter aggressive and lawless action.

(6) Inability to Withdraw. Like anonymity, this factor has also been previously mentioned. It adds tremendously in its cumulative effect in crowd dynamics. The individual is reluctant to buck the tide. It is easier to stay in and go along with the crowd.

(7) Increase in Hostility. Common frustrations draw crowds to a peak of cohesiveness. If this frustration is aimed at a very emotional focal point and the tensions have been built through the agitation of the more militant or radical leadership of the group, violence cannot be far removed.

e. The Rumor. Group oriented violence depends on a state of mind that has built up the feelings of the group members to a high degree of intensity. Rumor plays a major role in crystalizing public opinion. Some authorities on this subject say that a major confrontation never takes place without a build up through rumor.

(1) Preceding a confrontation, animosity is gradually intensified by stories of provocation or aggressive acts on the part of the opposition. A rumor can often be the spark that ignites the explosion. It is circulated rapidly and through distortion, it grows uglier with each retelling. Once a conflict begins, rumors remain significant in their ability to sustain the excitement and provocation.

(2) The establishment of a Straighttalk Center, responsible for dispensing factual information as definitive details are released, is provided for by AFR 190–31. Under the provisions of this regulation the base information office is also charged with the analysis and evaluation of rumor. Rumor control becomes a key analytical tool for the commander. Close coordination must be maintained between the security police and the information officer. This allows the security police to take advantage of a sensitive index to the state of group hostility as the rumor progresses from the "I heard that," to the "Do you know what THEY did," stage.

2–3. Levels of Confrontation:

a. Periods of Increased Tension. There are numerous indications that a base or installation is in a period of increased tension on the human relations level.

(1) The type of incident that marks this phase may appear in the form of increased polarization in living, dining and work areas. On the surface it is difficult to distinguish between harmful polarization, "in which different racial groups are openly hostile to each other," and normal groupings of people who have similar interests and cultural factors in common, "with no hostile intent toward other groups." Commanders need to guard against over reaction to what they may believe to be polarization, but may in fact be a positive influence on race relations, such as minority awareness organizations.

(2) Other signs may appear in the form of graffiti on the barracks wall or,

(3) Overheard conversation bearing threats of violence.

This is the time for the commander to apply the very best in management skills to prevent the further increases of tension and promote a return to stability. Base commanders must include in their planning an effective means of keeping the situation under control. A word of caution—Air Force experience has indicated that the greatest danger leading to escalation of tensions has been the over reaction of supervisors, club managers, security police and commanders to initial situations.

b. Scattered Minor Incidents of Violence. This phase might include incidents of harassment between individual members of opposing factions. Once again, control remains within the capacity of the first line supervisors. Increased visibility of senior commanders and key supervisors in areas of public gathering may do much to reduce tensions. Security police patrols may be increased in the high incident areas. Rumor control becomes very important and the commander must use every means available to him to see that the troops get the right word. Where grievances have been stated the most effective control measure is to go to the heart of the grievance and if it is well founded, take the necessary corrective action. Insure that interested groups are fully informed of the actions taken.

c. Group Oriented Violence. Roaming, semi-organized groups found bent on destruction of property, assault on lone individuals, or fights with opposing groups, crop up in increasing numbers. Leaders of the dissident group defy orders and authority. This is the first level confrontation that must be met with direct police actions. The base riot control forces may have already been assembled but would be called into play at this time. Every attempt must be made to isolate and apprehend group leaders, agitators, provocateurs and other law breakers on specific charges. Other command actions continue to be pressed to stabilize the situation without resort to force.

d. Full Riot Phase. Characterized by the large scale destruction of property, the total defiance of authority, open mob action and serious breaches of the peace, this level may result in the serious injury or death of innocent persons. This is a police operation and the mission becomes one of dispersal of the mob and restoration of order as rapidly as possible. In looking at these various levels of confrontation it should be recognized that these phases do not occur in a strict 1, 2, 3, 4 order. At any given time a base might be in one or more of these phases at the same time in different parts of the installation.

Chapter 3

REINFORCEMENT OF AN AIR FORCE INSTALLATION, ENFORCEMENT OF ORDER AND EMPLOYMENT OF SECURITY POLICE

SECTION A—PROCEDURES IN THE PROTECTION OF AN AIR FORCE INSTALLATION

3-1. Protection Policy. The major command experiencing a disorder or disturbance should deploy its own resources before requesting the deployment of other Air Force resources. Base disorders may, in rare instances, require the alerting or deployment of Security Police resources from outside the major command experiencing the disturbance. This policy is further amplified in AFR 355-11, para 19.

3-2. The Use of Air Force Troops. The employment of Air Force personnel envisions two propositions:

a. The use of troops on an Air Force installation to control a disturbance within the installation or to counter a threat outside the installation which might enter the installation or interfere with normal military operations and,

b. The use of Air Force troops off the installation in civil disturbance control operations.

3-3. Protection of An Air Force Installation (External). It is an inherent responsibility of command for the commander to maintain law and order on a military installation. To protect his installation and its activities, the commander takes such actions as are lawful and reasonably necessary. He accomplishes this task with all available resources at his command and, if necessary, requests assistance from his major command.

a. In the case of a disturbance external to the installation which threatens to spread to the installation or is interfering with normal military operations, the commander requests civil assistance. Civil authorities are primarily responsible for maintaining order outside the perimeter of an installation. One inescapable principal theme must be recognized and followed: "The primary responsibility for protection of life and property and the maintenance of law and order within the territorial jurisdiction of any state, the District of Columbia, Commonwealth of Puerto Rico, U.S. possessions and territories, is vested in the local and state governments."

b. If assistance from civil authorities is insufficient and the installation command believes that the employment of federal resources is essential, he should send a request for instructions and a report of the circumstances to HQ USAF in accordance with JCS Pub 6, Volume V. This is the OPREP-3 report which is telephonically submitted by any Air Force intermediate command levels immediately after the incident becomes known. A record report (message) will be submitted within 1 hour after the telephonic report. The commander is not authorized to act before instructions are received, unless the emergency involves imminent danger to personnel or property under the commander's jurisdiction.

(1) The Air Force Operations Center will make the situation known to the necessary Air Staff agencies.

(2) The Air Force Directorate of Security Police, AF/IGS will verify the scope and urgency of the situation by telephone with the cognizant major command. It is very important to determine why civil authorities cannot or will not handle the situation. The Directorate of Special Investigations will be contacted for a situation report.

(3) Notwithstanding all the information and guidance contained in this chapter, the installation commander may take unilateral action to protect his installation. This possi-

bility envisions cases of sudden and unexpected invasion; or civil disturbance endangering life or Federal property; or disrupting Federal functions or the normal process of government; or other equivalent emergency so imminent as to make it dangerous to await instructions from HQ USAF. The commander is not absolutely required to remain inside the physical limits of the installation if it is reasonably necessary to his mission to go outside these limits. Any action taken must be limited to the preservation of law and order and the protection of life and property without the assumption of functions normally performed by the civil authority. Unilaterally, civil disturbance action by a commander would begin extreme measures subject to review and subsequent judgement.

c. IGS, in considering the dispatch of Security Policemen from other major commands, may draw resources from SAC, TAC, MAC, ADC, AFSC and ATC. The number of men to be deployed will be determined in coordination with the major command needing assistance.

d. IGS sends an appropriate direction message through the Air Force Operations Center to affected major commands and installations. They are responsible for arranging their own transportation, including requests for assistance from the Air Force Airlift Readiness Section, if necessary.

e. Requests for approval of action by the Military Departments to reinforce minor activities during civil disturbances will be referred to the DOD Executive Agent for approval. Such requests should be forwarded to DA (DACS-MSO-W). Minor activities are those which, by comparison with major installations and activities, are minor in scope and normally located off an installation, such as offices, recruiting activities, reserve centers and ROTC units. Activities of this type are located within an area which is predominantly under civil jurisdiction; thus, their identity as a DOD installation or activity is not readily recognized.

f. Requests for assistance to reinforce installations and activities which are under the jurisdiction of DOD components, other than the military departments and non-DOD controlled Federal property and functions, will be forwarded to the executive agent, DA(DACS-MSO-W), through established command channels.

g. The Air Force Operations Center keeps the Army Directorate of Military Support (DOMS) informed of the situation, if appropriate. The Army may provide reinforcement troops to an Air Force installation in certain situations.

3-4. Protection of an Air Force Installation (Internal). Disturbances emanating from within and on the installation are approached procedurally in much the same way as outlined in para 3-3, with the exception of requesting assistance from civil authorities. The commander may request the assistance of civil authorities to cope with on-base disorders, considering such factors as the parameters of appropriate legal jurisdictions, prior coordination, urgency of the situation, and the response time of other military resources.

a. Simultaneously, the installation commander marshals all manpower resources to protect such vital elements as weapons systems, command posts, communications centers, motor pools, POL areas, warehouses, banks, credit unions, finance officers, power and water plants, firearms, ammunition and munitions. If possible, sensitive items should be consolidated in easily secured areas. This requirement should be pointed out in the base disturbance plan, and envisions a massive protective effort which employs all base military personnel. (Mutual support agreements with other DOD installations may be implemented.)

b. Certain buildings, utilities and services are critical to the mission of an Air Force base and to the physical well-being of the community. These require security to prevent disruption of essential functions. Some buildings such as headquarters buildings and computer facilities have become symbolic targets of dissident elements. These, too, must be afforded protection.

c. The recent trend among the militant

radical groups to engage in kidnapping and assassination of key personnel has added another consideration to the planning requirement. If it appears that such a threat exists, bodyguards may be required. If possible, where there is a known threat against the life of an individual, he may be evacuated to a safe area.

d. Priorities for physical security must be established. Static security will be performed by augmentee troops. They must have a dependable communications capability and will be instructed to avoid contact with the rioters. The degree of security necessary to protect various buildings, utilities and personnel is determined by considering:

(1) The importance of the facility to the overall mission of the base and the well-being of the installation community. Examples include the destruction of buildings which would adversely affect the mission; the seizure by dissidents of items, areas, or personel that would cause the further spread of the disorder; or the loss of services which would endanger the health and well-being of the base community.

(2) The vulnerability of the facility to acts of violence. This consideration includes the susceptibility of the facility to damage or loss. Planning should estimate the possible degree of risks expected during a disturbance based on the facility's physical layout, type construction, and existing protection measures.

(3) The intent and capability of the dissidents. This consideration is an analysis of the destructive intent and capability of the dissidents. This includes determining the likely targets of dissident activity and the degree of violence such activity will likely entail.

SECTION B—EMPLOYMENT OF SECURITY POLICE OFF-BASE UNDER THE PROVISIONS OF OPLAN 355-10

3-5. Civil Disturbances. The only off-base use of Security Police will normally be under the operational control of an Army Task Force Commander deployed to an objective area in accordance with USAF Operations Plan 355-10, "Garden Plot." The Army serves as Executive Agent for the Department of Defense in civil disturbance matters. The procedures for employing Security Police off base in a civil disturbance situation are very similar to those described in para 3-3, with one significant distinction. The decision to employ Air Force Security Police in such a situation is normally made by the Directorate of Military Support (DOMS) in appropriate consultation with the Air Staff. In this case the President, acting upon the request of a state legislature, or the governor of the state, ordered the Secretary of Defense to give military assistance. The principles and tactics discussed and established in this manual are applicable in controlling both on-base disorders and civil disturbances. USAF OPLAN 355-10 outlines the procedures to be followed:

a. The Air Force Operations Center receives a civil disturbance condition (CIDCON) warning from the DOMS that Security Police will be required.

b. The Operations Center notifies IGS on the details of the CIDCON.

c. IGS determines the number of Security Police to be provided by each command.

d. IGS advises the major commands of the personnel and equipment requirements and the designated collection points.

e. Major commands arrange for transportation to the collection point.

f. The major command responsible for the designated collection centers will report their airlift requirements to the Air Force Airlift Readiness Section for assignment of airlift to an objective area.

g. Security Police deployed to an objective area will perform duties under the operational control of the U.S. Army Task Force Commander.

SECTION C—RECEIVING SUPPORT PERSONNEL

3-6. Support of Reinforcement Personnel. The commander who requests outside assistance to control a base disorder must be prepared to receive reinforcing personnel. Although it is difficult to forecast precisely how long the personnel will be required to remain on the base they are reinforcing, experience has shown that a stay of 2 to 4 days is normal. Accordingly, advance preparations must be made for the following items:

a. Assembly Areas. Locations for the responding forces are chosen depending on arrival by air or surface transportation.

b. Briefing the Forces. Upon arrival, it will be necessary to carefully and thoroughly brief the assistance control forces on the disorder situation. Responsible supervisors are selected to give the briefings.

c. Security of Property. The Security Police Armory or other designated facility must be ready to store weapons and riot control equipment brought by the responding force.

d. Food Service and Housing. Dining Supervisors, BX Snack Bar managers and housing personnel will be notified of the increased meal and quarters requirements.

e. Civil Authorities. Civil agencies will need all of the above support, with the only exception being housing. Clear cut lines of jurisdiction (exclusive, concurrent, proprietary) should be depicted on installation maps.

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Chapter 4

CONFRONTATION MANAGEMENT PLAN

4-1. General Introduction. The mission of military control forces when group disorder is imminent or has broken out is the restoration and maintenance of law and order and the protection of lives and property. Successful accomplishment of this mission depends on developing adequate operations plans.

4-2. Major Commands. Major commands may develop plans which provide guidance for containing disorders. Installation commanders publish a detailed base plan. Base plans are assigned to the 125 series, with a control number assigned by the base commander.

4-3. Plan Preparation:

a. The plans officer has overall responsibility for the preparation and review of this plan, which is prepared annually, to become effective on 1 January. If no changes, or only minor changes, are required, the plan may be updated by cover change, page and write-in changes only (if applicable).

b. The Chief of Security Policy has a key role in disorder control planning because of the requirement for the restoration of law and order. His or her knowledge of police methods is particularly valuable to the commander and staff.

c. The Air Force Office of Special Investigations (AFOSI), in coordination with local authorities, can supply invaluable information within the limits of AFR 124-18.

4-4. Purpose of the Confrontation Management Plan. The primary purpose of the plan is to serve as a basis for developing effective confrontation control operations at Air Force installations. Adherence to the prescribed format for the plan helps ensure consideration of all pertinent factors. Benefits derived from careful planning include:

a. Personnel Training. Appropriate analyses of threats confronting the installation are incorporated into the plan and are thereby made available for personnel training and indoctrination.

b. Definition of Basic Objectives. The plan defines the basic objectives of confrontation management, and depicts the general design of the operations.

c. Insures an Effective Program. The plan serves as a formal directive for assigning confrontation management tasks to specific units. It provides a medium for coordinating the confrontation management inputs of various activities concerned, thus helping to ensure an effective overall program.

d. Confrontation Management Support. The installation commander marshals all available manpower resources in protecting the installation and preserving law and order through the plan, to ensure coordinated law enforcement support.

4-5. Planning Considerations and Responsibilities. Planning is a continuing process which involves operations, material, personnel, security police, comptroller, medical, information, civil engineer, and staff judge advocate personnel. It provides for the actions taken before, during, and after disorders. Preparation involves three general phases — the planning and training phase, the alert phase, and the execution phase.

a. The Planning and Training Phase. This phase encompasses all preparations before the disorder control forces are alerted. Included in this phase are preparations of unit alert plans, operating instructions; reconnaissance of areas and routes; preparation of plans for probable areas of disorders; preparation of equipment, facilities, and riot control devices, training in on-base disorder and civil disturbance control operations; and exercises of plans and operations.

b. The Alert Phase. This phase may be short or may extend over a period of days. During this phase, the unit is fully prepared and ready to move. Vehicles are loaded with equipment and ready for movement. Troops are dressed in the prescribed uniforms. Weapons, ammunition, riot control agent munitions, riot batons, and supplies are ready for issue. Troops must be briefed on the situation and the specific mission of the unit to the extent possible and permissible, in conformance to instructions from higher headquarters. Briefings should also include rules governing the application of force as they apply to the specific situation. A psychological orientation on the local situation should specifically address the types of abuse which military personnel may expect to receive, and the proper response to this abuse. Talks by squadron commanders and flight leaders must prepare the troops for the forthcoming missions. If the unit is not ordered to deploy or move immediately, the troops should be allowed as much rest as possible, within the established readiness requirements.

c. The Execution Phase. This phase requires the commitment of the control force. This may happen when the President declares a civil disturbance emergency in the case of an off-base or "garden plot" contingency. In the on-base disorder, the execution phase may be the result of a spontaneous flareup of violence. In any case, this phase involves some degree of force and direct contact between control forces and dissident crowds.

4-6. Special Considerations. Areas of special consideration are included for the guidance of commanders and staff elements in paragraph 4-9 and for flight leaders in paragraph 4-10. This guidance is based on lessons learned in on-base and civil disturbance control operations, and requires special attention. The list should be expanded or modified as necessary, based on after-action reports and reports of lessons learned.

4-7. Operating Instructions. Each base unit which may be involved in on-base or civil disturbance control duty must prepare a detailed operating instruction, based upon anticipated missions. It must be a logical development of the confrontation management plan or other guidance provided by the Air Force and the major command. Unit operating instructions must provide an orderly process for preparing the unit and should be based on local conditions. They must be revised as a result of lessons learned and experience gained from exercises, tests, and inspections; or, as necessary, to conform to changes in the plan of the next higher headquarters. As applicable, the instructions should include:

a. Verification procedures for the warning order.

b. Personnel notification procedures and places of assembly.

c. Required actions by each element of the organization.

d. Procedures for issuing special equipment, supplies, and material. This includes procedures for issuing each individual a copy of the "Special Orders" prescribed for such operations.

e. Modifications of individual automatic weapons to prevent automatic firing.

f. Vehicle preparation.

g. Security restrictions.

h. Administrative details.

i. Tentative briefing requirements for unit personnel.

j. Provisions for opening a special Security Police Desk Blotter immediately on receipt of the warning order. This serves later as the basis for an after-action report.

k. Coordination with civil authorities.

l. Reconnaissance.

m. Communications.

n. Procedures for apprehension and search, detention of persons, seizure of property, obtaining witnesses and statements, and similar action.

4-8. Format of The Plan:

a. Main parts of confrontation management plan. The confrontation managment plan consists of a basic plan and at least 10 annexes, each of which is described below. The plan is prepared, marked, safeguarded, and controlled according to DOD Directive 5200.1 and AFR 205-1, when applicable. The following guidelines are used in preparing the plan:

(1) Cover and Introductory Pages. The cover contains the title of the plan, the publishing headquarters, and the date of publication. The first page lists the contents; the second page, a record of changes; the third page, the foreword or abstract. The latter includes the purpose of the plan.

(2) Basic Plan. This plan, developed along the lines of the normal five-paragraph plan, contains:

(a) References.

(b) Task Organizations.

(c) Situation (paragraph 1). Describes the general situation, friendly forces, assumptions and terms explained.

(d) Mission (paragraph 2). Describes the law enforcement mission that the command (installation) is expected to achieve.

(e) Execution (paragraph 3). Briefly explains the concept of operations, tasks for command and subordinate units, support by friendly forces, and coordinating instructions.

(f) Logistics and Administration (paragraph 4). Provides a general understanding of support requirements.

(g) Command and Control (paragraph 5). Contains instructions concerning communications and command and control of law enforcement forces (including augmentees and user organization personnel under emergency law enforcement operations).

(3) Annex A, Concept of Operation. This annex deals with actual law enforcement actions planned to cope with group disorder on an Air Force installation. The phases of execution and four levels of confrontation are addressed: I — Period of increased tension; situation buildup; II — Scattered minor incidents (harassment or loud boisterous groups, and so forth) related to the current intelligence buildup; III — Group-oriented law breaking, such as destruction of property, assaults, defiance of authority; IV — Full riot phase, mob actions which could result in serious bodily harm or death to innocent persons. After confrontation actions and deployment of reinforcement forces are also included in this annex.

(a) Appendix 1 discusses the dynamics of crowd and mob behavior and establishes the policy of dealing swiftly with any action which uses violence or disobedience to resolve real or imagined grievances.

(b) Appendix 2 establishes the requirement to exercise and test the plan.

(4) Annex B, Logistics. This annex aligns logistics actions and responsibilities with the phases of execution discussed in Annex A.

(5) Annex C, Medical. This annex contains information to ensure medical support of the plan.

(6) Annex D, Personnel. This annex guides subordinate units in procedural and managerial personnel policies to support the plan's mission.

(7) Annex E, Information/Public Affairs. This annex provides for the proper release of information, the containment and elimination of rumors, the handling of news media representatives, and audiovisual documentation. (Audiovisual documentation may be provided in an appendix to this annex, or in a separate annex.) The base photographic laboratory normally provides this service, including photographs of arrested individuals at the mobile processing facility. When time permits, it may be desirable for MAC/AAVS to provide still photo, motion picture, and sound documentation of group disorders, and techniques and activities used to restore order.

(a) Media representatives, newsmen, and photographers should not be granted access to restricted or controlled areas. Air Force security police are cautioned that they must not interfere with bona fide media representatives, unless there is a direct involvement of restricted areas or classified information. In all such cases, newsmen are referred to the information officer.

(b) Contingency planning should include news media procedures. A designated area should be set aside where newsmen have access to telephones and where they can be officially briefed on occurrences.

(c) An effective news media policy, stressing honest and full disclosure of all information except for classified information and details of operational plans, must be followed.

(8) Annex F, comptroller. This annex provides comptroller guidance in the areas of budget, accounting and finance, and data automation.

(9) Annex G, Security. This annex establishes the security police role in the use of force to maintain or restore order on base; the protection of operational resources, base facilities, Government and private property, and personnel; and readiness for deployment to any Air Force installation. It discusses and provides the details of security police operations through the anticipated four phases of an on-base disorder. The jurisdictional status of each area of the base is depicted on maps. After confrontation, operations and deployment or redeployment procedures are explained.

(a) Appendix 1 provides guidance on mass apprehension techniques, including mobile processing units, detention facilities, and off-base confinement.

(b) Appendix 2 establishes security police tactics, including patrols, tactical neutralization teams (TNTs), and riot control squads.

— Tab A — Anti-Sniper Operations
— Tab B — Anti-Arson Operations
— Tab C — Anti-Looting Operations
— Tab D — Hostage Situations

(c) Appendix 3:

1. Discusses the application of force as set forth in AFR 125-26 and this manual. The decision level for various degrees of force given, including chemical agents, fire hoses, military working dogs, and firearms.

2. Tab A establishes the mandatory special security instructions.

(d) Appendix 4:

1. Lists the required personal and unit equipment for disorder control forces.

2. Tab A lists base Security Police radio frequencies for functional areas such as aircraft security, law enforcement, missile security, and host base law enforcement.

(10) Annex H. Staff Judge Advocate. This annex contains staff judge advocate support for the plan in the areas of personnel and administration, military justice, civil law, and military affairs. The staff judge advocate advises security police at the confinement or detention facility; prepares expulsion orders and coordinates on their issuance; advises on jurisdictional issues; contacts Federal attorneys; and investigates potential claims.

(11) Annex 1, Civil Engineering:

(a) This annex establishes civil engineer support of the plan, to provide roadblocking material and security of key facilities and systems.

(b) Appendix 1 establishes the role of the fire department in support of the plan. Actions of the fire department are keyed against the anticipated four phases of an on-base disorder and post confrontation procedures.

(12) Annex J. The last annex, Distribution, designates all participating units and lists the distribution for the plan, with the number of copies each unit will receive. (Copies should be provided for each unit and base agency that has a specific task assigned by the plan, and for each unit and agency whose routine functions are closely associated with the base law enforcement program.)

(13) Indexing and Binding. When completed, the confrontation management plan should be indexed so that any desired annex, appendix, or tab can be readily identified and located. It should be bound with temporary fastenings to facilitate changes as they occur.

b. The Finished Plan. Each part of the plan assigning tasks to various staff agencies and units is written so that the tasks and responsibilities become explicit, concise orders when the plan is published.

(1) These tasks and responsibilities are binding upon tenant units in the same way that they are binding upon assigned units.

(2) If the tasks relate to procedures or responsibilities applicable to routine normal operations or pertain to an emergency type action, the unit commander must insure the support or performance required by appropriate unit directives, designating personnel, and training for the specified action.

4-9. Special Considerationc for Commanders and Staff Elements. There are certain key points that have been developed from experience in on-base and civil disturbance operations which are worthy of special attention of commanders. The following list is exhaustive but not all-inclusive. While much of it is only "common sense," experience has shown that these points are often overlooked to the detriment of effective counter operations.

a. There is no substitute for positive supervision of troops in place. This includes personal command interest to insure that critical facilities are secured and instructions are being carried out.

b. The appearance and military bearing of the control force play a vital part in the psychological effect produced in the "show of force".

c. Rules of engagement, use of force and standards of conduct must be clearly designated, understood and enforced. Each member of the control force and assigned augmentees should have written instructions.

d. There should be persons specifically detailed to the observers, to report significant events and confrontations impartially.

e. Special teams should be trained in the detection and apprehension of snipers, looters and arsonists.

f. When confrontation cannot be avoided, the emphasis must be placed on non-lethal force. Provisions for rapid resupply of chemical agents is the key part of planning.

g. Security policemen and augmentees may be given brief orientation in the use and operation of firefighting equipment in order to assist fire fighters if needed.

h. Patrol patterns should be varied to preclude predictable appearance of control forces.

i. Provisions should be made for adequate mobile lighting to be moved into troubled areas.

j. When civil police or other military reinforcements are used, they should be integrated into local patrol units familiar with the base.

k. Establish priorities for patrol and guard coverage and abide by them.

l. Plan to have adequate vehicles available to augment the security fleet. This should include busses and vans for mobile processing centers and movement of control forces and prisoners.

m. If light armored vehicles are available, their use may create a favorable psychological deterent.

n. The chain of command must be clearly delineated and remain inviolate. Where two or more law enforcement agencies are operating together, their command element should be colocated to insure coordinated activity.

o. Plans must provide an equally clear set of procedures for meeting a peaceful demonstration as for the countering of violent confrontations.

p. It may become necessary to evacuate persons from some areas. Plans must clearly cover procedures for this eventuality.

q. Circulation control becomes a key to controlling movement of people into the objective areas. Specific provisions should be made for pass and identification systems.

r. Training of control forces must include preparation for the psychological abuse which has characterized mob action.

4-10. Special Considerations for Flight Leaders:

a. Actions at Home Base:

(1) Organize the Flight for On-base or Civil Disturbance Control. Most flight structures must be modified to cope with an on-base or civil disturbance. Unit integrity

should be maintained and the squad should remain the basic unit of the flight. Each individual in the flight should be assigned a specific mission.

(2) Inspect State of Readiness. The inspection will include a thorough inspection of all uniforms and equipment as well as the personal readiness of flight members.

(3) Plan Deployment or Movement. The plan should include transportation requirements and loading plans.

(4) Brief the Flight. If time permits, the flight leader should brief the entire flight. If time is limited, the flight leader should only brief the squad leaders. The briefing should include:

(a) Special Orders.

(b) Restrictions and legal aspects.

(c) Need for prompt reporting of information.

(d) Outline of command policies.

(e) Available information on the disturbance.

b. Action During Deployment or Movement:

(1) Maintain Security. Motor vehicle transportation places a heavy responsibility for security on the flight leader. Reconnaissance patrols should precede the main body.

(2) Maintain Control of Men.

(3) Provide for Health and Welfare Needs. The flight leader's responsibility for food, shelter, and medical care is accentuated during movements.

(4) Maintain Communications. During movement, it is essential that the flight leader remain in contact with his commander.

c. Actions at the Deployment or Unloading Site:

(1) Assemble the Flight. Squad leaders should quickly assemble the unit upon command.

(2) Establish Flight Security. Specific individuals should be designated to provide security at both unloading and assembly areas.

(3) Recheck Equipment and Supplies. Check to be sure all equipment is accounted for and undamaged.

d. Actions at Assembly Area:

(1) Assemble Flight and Recheck personnel and Equipment. Make sure all men have water, first aid equipment, and other items of equipment and supplies which have been designated for use.

(2) Brief the Flight. Make sure there are no unanswered questions concerning the unit's mission and the way it is to be executed.

Chapter 5

CONFRONTATION PROCEDURES, CONSIDERATIONS AND EQUIPMENT

SECTION A—RIOT CONTROL FORMATIONS AND TACTICS

5-1. General Information. Riot control formations are taught for two fundamental reasons:

a. The first is that practical experience has proven that these formations are the best yet devised for control of crowds under the circumstances for which each is designed.

b. Secondly, and of equal importance, the discipline instilled in the members of the control force through regular drill in these formations prepares the member to function in team work precision when faced with an action confrontation.

In recent years there has been considerable academic controversy over the value of the classical riot control formations in countering today's fragmented and highly mobile pattern of confrontation. The Air Force policy has been to retain this training as basic riot control tactics. We have, at the same time, recognized changing times and have incorporated several new techniques, such as the use of the highly mobile tactical squad. Specialized formations designed to enter a crowd and apprehend militant leaders and agitators have also been included. Experience has also shown that the classic formation, except for the basic line, seldom fits a given situation. Consequently, the formations and tactics covered in this manual are not intended to be all inclusive or binding to use in the field. They are to provide a training base and may be modified to meet local needs and situations.

5-2. Symbols and Hand Signals, Manual of Arms. The noise and confusion of a violent confrontation often makes the use of normal voice commands impossible. Symbols and hand signals have been devised to accompany the voice command. These, together with basic manual of arms, precede the training in control formations. They are presented in figures 5-1 thru 5-5.

5-3. Types of Riot Control Formations and Their Uses:

a. Squad Organization and Formation: Fig 5-6 contains the elements of a typical squad organization. Basic squad formations are shown in figure 5-7. The basic formations and their classical uses are:

(1) Line:

(a) As an offensive formation the line is used to push or drive crowds straight back or across an open area, as opening a city street.

(b) As a defensive formation, the line is used to hold the riotous crowd or to deny access to restricted areas.

(2) Echelons Right or Left are offensive formations used to turn groups.

(3) Wedge is an offensive formation used to penetrate or split a crowd.

(4) Diamond:

(a) As an offensive formation the diamond is used to enter a crowd.

(b) As a defensive formation it provides the unit with an all around defensive posture.

b. A unit will normally have two chemical agent disperser operators. These are shown participating in the various formations. They operate independently but under the command of the formation leader to whom they are attached.

5-4. Flight Organizations and Formations. Figures 5-8 thorugh 5-15 contain the elements of the typical flight organization and basic flight formations: Flight assembly, flight echelon and line review, flight diamond, flight wedge, flight wedge and line with lat-

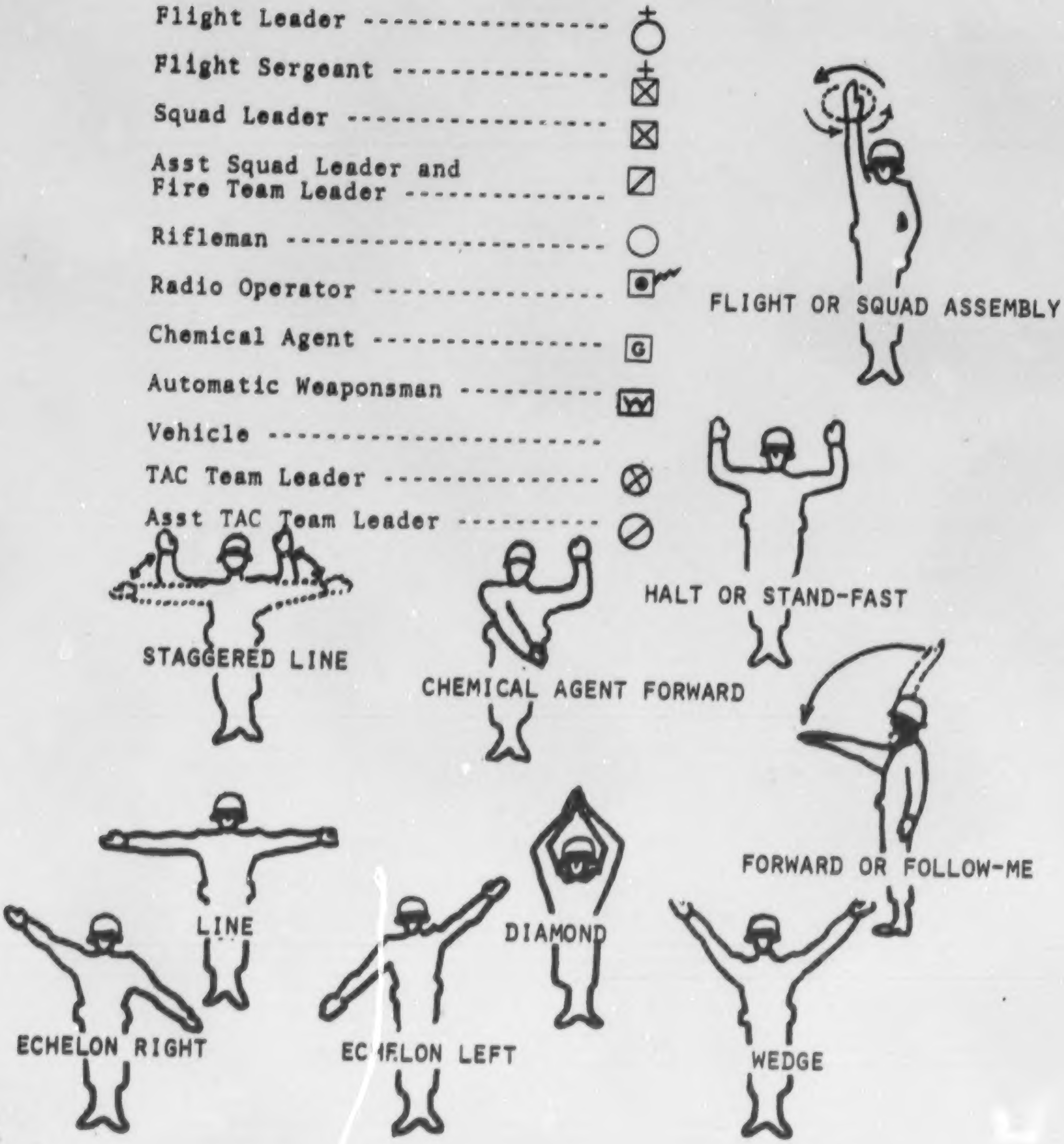
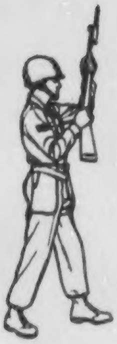


Figure 5–1. Symbols and Hand Signals.



SAFE PORT*

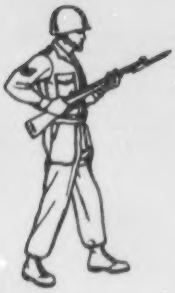
1. CADENCES: ALL cadences and at the Halt.

2. ALWAYS used when forming riot control formations. AUTOMATICALLY assumed when changing formations or position within the formation.

3. Rifle/shotgun is held high, and centered on the body, as shown, with the trigger forward.

In riot control movements, IF YOU'RE GOING TO MOVE TO THE:

FRONT..Step off with your LEFT foot
LEFT...Step off with your LEFT foot
RIGHT..Step off with your RIGHT foot
REAR...Step off with your RIGHT foot
(pivot right)

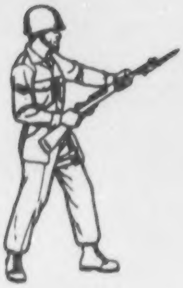


SHORT GUARD*

1. CADENCES: 120 per minute (quick time) and at the Halt.

2. Position of semi-readiness, used to move the mob or keep it in place when the mob is NOT pressuring troops or resisting.

3. Bayonet is held at throat level of the troops and rifle gripped firmly. Right hand is at waist on right. INTERVAL AND DISTANCE IN RIOT CONTROL FORMATIONS ARE ADJUSTED TO FIT THE SITUATION AND AS THE FLIGHT LEADER MAY DIRECT. UNLESS OTHERWISE SPECIFIED, HOWEVER, ALL RIOT CONTROL FORMATIONS ARE AT CLOSE INTERVAL AND CLOSER THAN NORMAL DISTANCE.



ON GUARD*

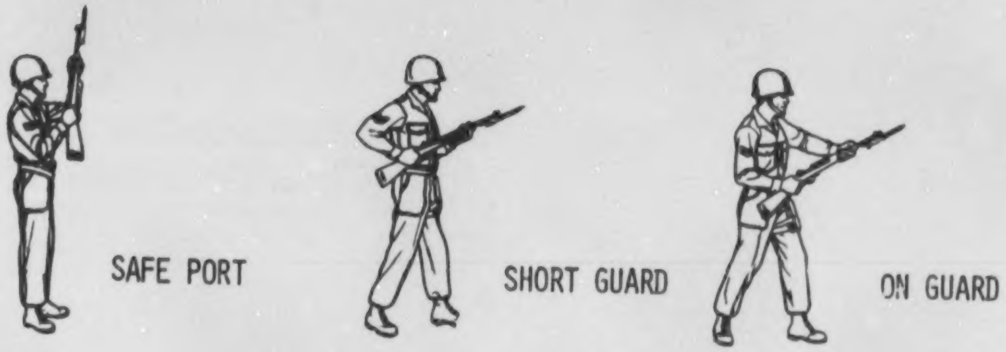
1. CADENCE: 60 per minute or at the Halt.

2. Position of complete readiness.

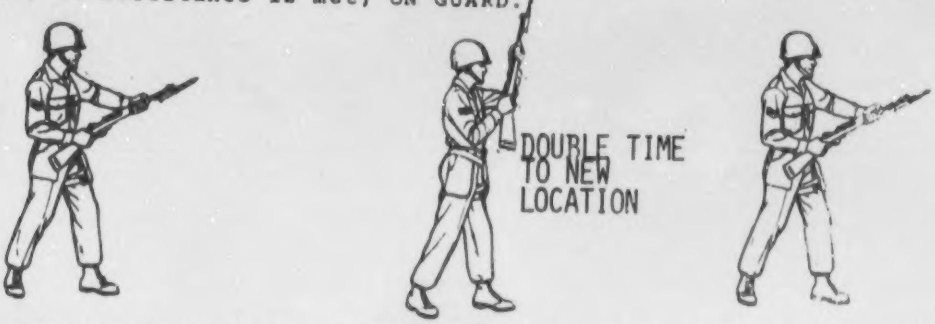
3. Bayonet is held at throat level of the troops.

4. Butt of rifle rests on front of right hip bone and is gripped firmly.

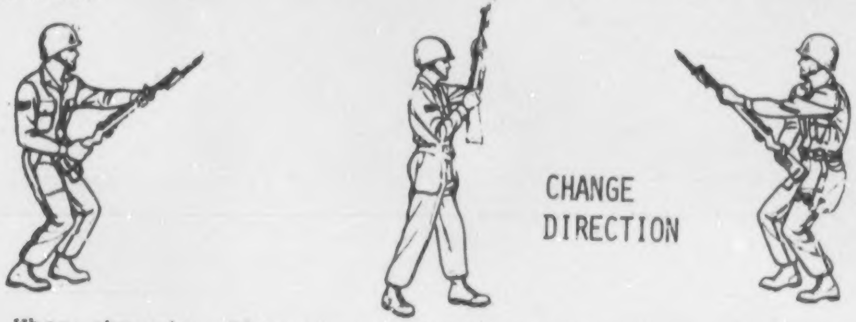
Figure 5-2. Manual of Arms.



1. If, after reading the proclamation, the rioters do not begin to disperse, the force advances at SAFE PORT. Then is changed to SHORT GUARD. and, if resistance is met, ON GUARD.


DOUBLE TIME TO NEW LOCATION

2. When changing formation or location, automatically assume SAFE PORT, double time to your new place, and automatically assume the appropriate position.



3. When changing direction, automatically assume SAFE PORT, change direction, and automatically assume the correct position.

Figure 5-3. Manual of Arms (Cont).

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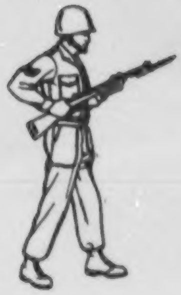
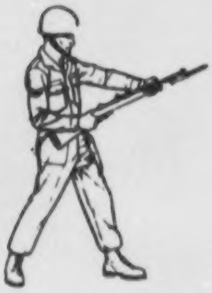


SHORT GUARD



ON GUARD

Bayonets are used only as follows:

1. As a shield for the troops as they advance or hold a position by keeping them pointed, throat high (the same height as the airman's throat), at the rioters when the control force assumes the SHORT GUARD and ON GUARD positions.

2. To stop the more aggressive rioters from coming into the formation by shifting the point quickly (up, down, or sideways) toward them.

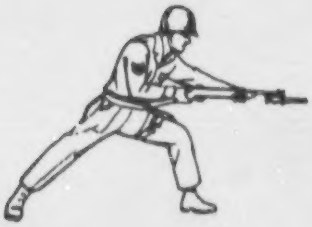
3. The rules of engagement for the bayonet are:

   a. Fix bayonets only upon command.

   b. Use bayonets only as a last resort.

   c. Use bayonets to inflict disabling injury ONLY UPON COMMAND OR TO SAVE YOUR LIFE.

   d. Do not use LONG JABS or LONG THRUSTS unless the force is attacked with similar weapons or in clear cases of immediate danger to life.



WARNING

WARNING: LONG OR SHORT THRUSTS, IN WHICH A LUNGING STEP IS TAKEN AND THE BAYONET EXTENDED TO ITS FULLEST REACH OR IN WHICH IT IS THRUST INTO A RIOTER WILL NOT NORMALLY BE PRACTICED. NOR WILL LONG JABS NORMALLY BE USED FROM ANY POSITION.

Figure 5–4. Use of the Bayonet.

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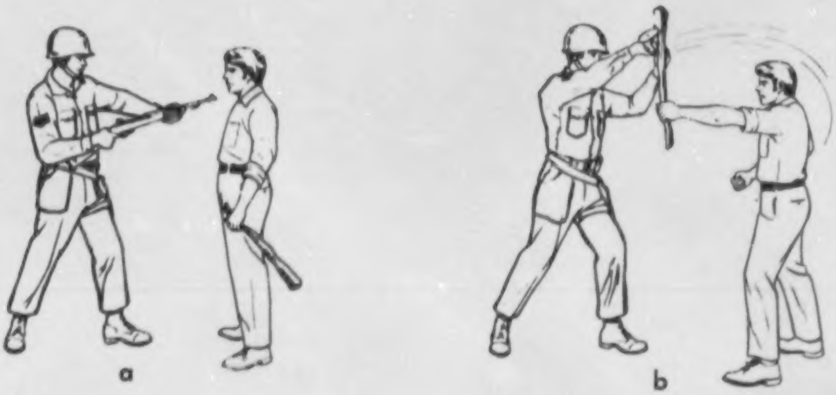
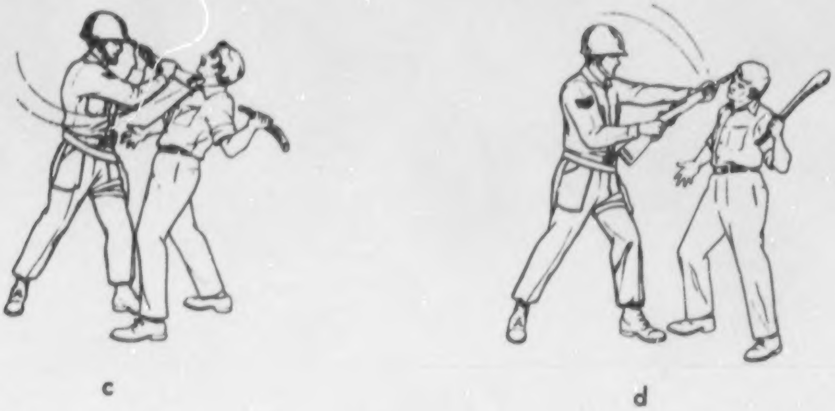


1. You may be forced to use the rifle, without bayonet, to prod reluctant mob members (a), or to ward off (parry) blows from rioters (b)



2. You can also use the rifle butt to deliver an upward swinging blow to the body or head (c), or downward blow to the shoulders or head (d). Note position of security policeman's feet to enhance his balance.

3. Prodding without bayonet (a), may be necessary if you are advancing on a mob which refuses to move; however, you must not deliver the blows in figures (c) and (d), except when rushed by the mob or attacked by a mob member.

Figure 5-5. Use of the Rifle in Self Defense.

All formations and all troops in this manual face the top of the page unless otherwide indicated.

1. Normally the Squad consists of a Squad Leader, Assistant Squad Leader, and ten riflemen.

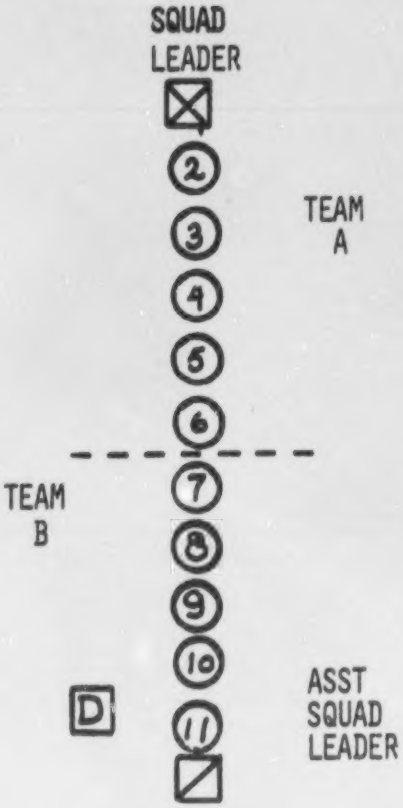
2. The Squad Leader leads the Squad when it is not in a Flight Formation.

3. The Squad is divided into two Fire Teams. Team "A" (the front half of a Squad File or right half of a Squad Line) is directed by the Squad Leader.

4. Team "B" (the rear half of a Squad File or left half of a Squad Line) is directed by the Assistant Squad Leader when it is not in a Squad Formation.

5. The Squad must NOT be divided into Fire Teams until after it has been sized and counted off.

6. Each man must know and remember his POSITION NUMBER and his FIRE TEAM.



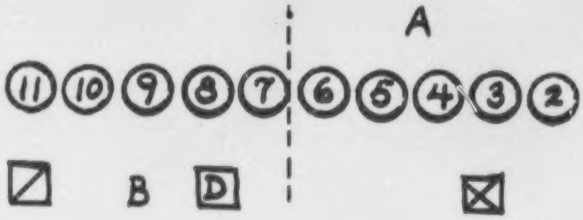
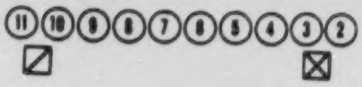
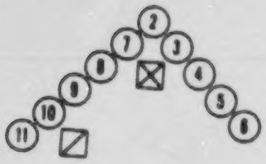


Figure 5-6. Squad Organization.

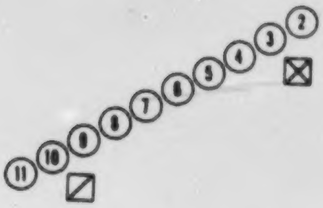


1. SQUAD LINE: The number 2 man is the base man. The Squad forms to the left of him in numerical order at CLOSE INTERVAL.



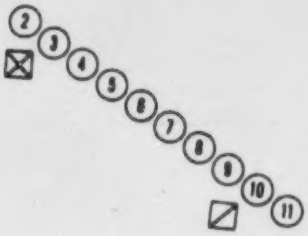
2. SQUAD WEDGE: The number 2 man is the base man. LOW NUMBERS form to his RIGHT, HIGH NUMBERS to his LEFT, at CLOSE INTERVAL.

- SQUAD LEADER ALWAYS FORMS NEAR NUMBER 2 MAN.
- ASSISTANT SQUAD LEADER ALWAYS FORMS NEAR NUMBER 11 MAN.



3. SQUAD ECHELON RIGHT: The number 2 man is the base man. The Squad forms to the right of him in numerical order. Each man is RIGHT and REAR of the man in front at CLOSE INTERVAL.

- THE NUMBER 2 MAN ALWAYS GOES AHEAD OF THE ECHELON.



4. SQUAD ECHELON LEFT: The number 2 man is the base man. The Squad forms to the LEFT of of him in numerical order. Each man is LEFT and REAR of the man in front, at CLOSE INTERVAL.

5. THE DIAMOND: The Diamond Formation is taught later.

Squad forms in a line and counts off; then faces right to form a Squad File prior to assuming any of the other formations.

Figure 5-7. Squad Formations.

1. COMMAND:

Flight Leader.

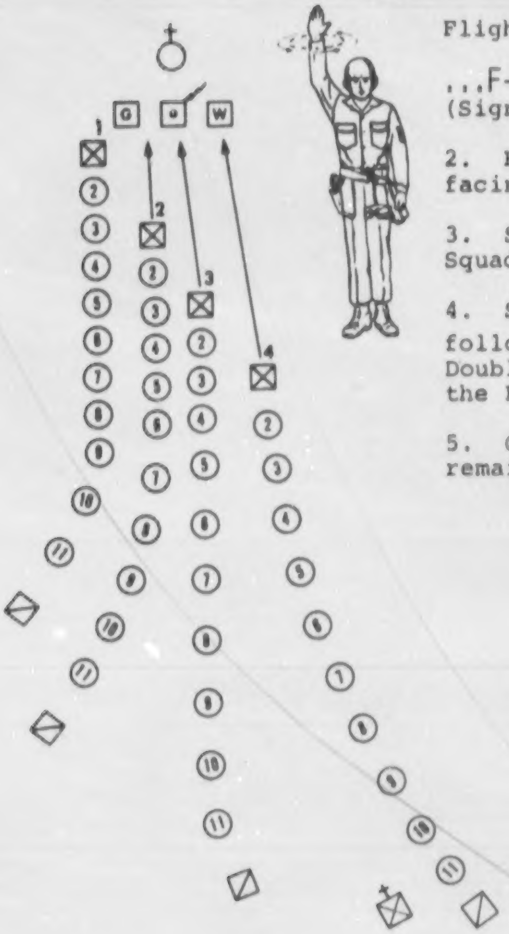
...F-L-I-G-H-T A-S-S-E-M-B-L-E
(Signals Follow Me)

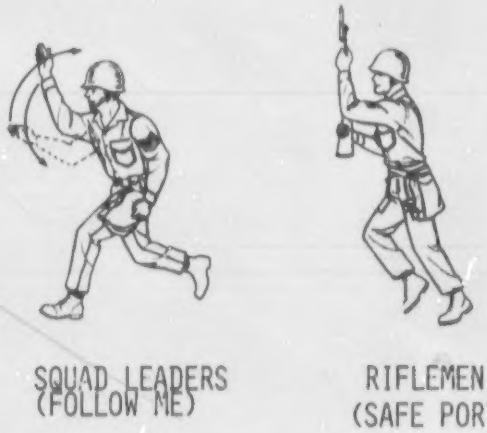
2. Flight Headquarters forms facing Flight Leader.

3. Squad 1 forms first, then Squads 2, 3, and 4.

4. Squads come to SAFE PORT and follow their Squad Leaders at Double Time into a Column facing the Flight Leader.

5. Cover and dress quickly and remain at SAFE PORT.



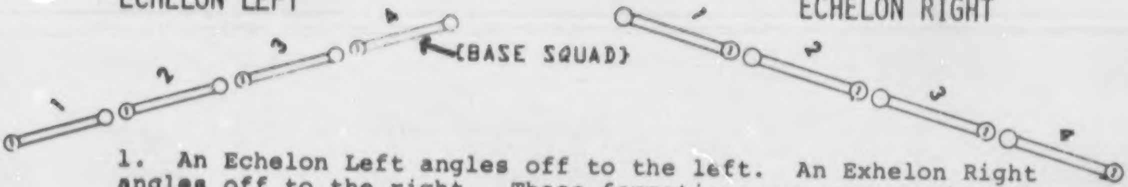


NOTE: Chemical dispersers are attached to Squads 2 and 3. Assemble behind these Squads.

Figure 5-8. Flight Assembly.

ECHELON LEFT

ECHELON RIGHT

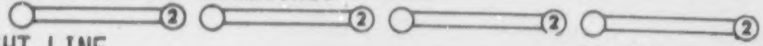


1. An Echelon Left angles off to the left. An Exhelon Right angles off to the right. These formations are very much alike in several respects. The Squads are in numerical order, left to right, and the Squad members are in numerical order and based on the number 2 man, diagonally behind him.

2. The commands are very much alike: Flight Leader: FLIGHT ECHELON LEFT, {OR RIGHT}. Lead Squad Leaders 1 or 4: (Repeat Command). Other Squad Leaders: Stand Fast, (and then) ECHELON LEFT, {OR RIGHT}. Flight Leader: MOVE!

3. Remind all leaders to give hand signals and remind the Flight Leader to point before giving the command of execution {MOVE!}

4. Don't forget to stress that the troops double-time, at SAFE PORT, into all formations and Flight Assembly -- they do so with a short, choppy, well-adjusted step. It is NOT a long-stride running step. This prevents bunching up and running into each other, through lack of full control of their movements. This does not rull out speed and long strides where necessary; such as in an emergency or rushing, when in combat situations.



FLIGHT LINE

{SQUAD 2 IS BASE SQUAD}

1. Flight Leader gives the hand signal during preparatory command and then POINTS to the desired position of the point man (Number 2 man in the 4th Squad) before giving command to "MOVE!"

2. 4th Squad forms first. The Squads form in numerical order, LEFT TO RIGHT;' The 2nd Squad is the base Squad.

3. Each Squad forms in numerical order, to the left of its number 2 man. All Flight Formations from the Column are at SAFE PORT at Double Time. Use short double-time steps to avoid bunching and colliding. The flight dresses or aligns on the 2nd Squad (base Squad) after forming the line.

4. The commands required to form a Flight Line are: Flight Leader: "FLIGHT LINE!" All Squad Leaders,: "FLIGHT LINE!" Flight Leader: "MOVE!" (Squad Leaders 4, 3, 2, 1, in turn: "FLIGHT LINE!" and give a hand signal as they lead out, to indicate how their Squad will form.)

5. When formed, practice Short Guard and On Guard while halted and marching. Check the position and angle of rifles.

6. Radio, Grenadier, and Weapons men take three steps forward on the preparatory Command.

Figure 5-9. Flight Echelon, Flight Line Formation.

1. The commands are:

Flight Leader:

... FLIGHT DIAMOND. (Hand Signal and points to spot for number 2 man)
Squad Leaders 2 and 3:

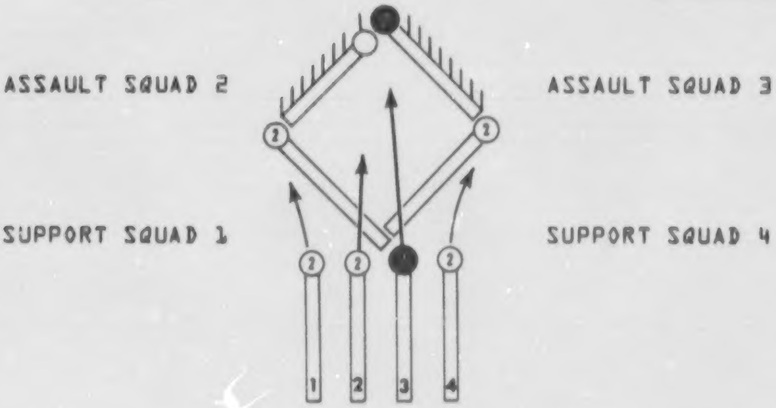
... FLIGHT DIAMOND. (Hand Signal Left or Right Echelon)
Squad Leader s 1 and 4:

... STAND FAST, (Signals Stand Fast)

... MOVE! (After Squads 2 and 3 have formed point of the Diamond, Squad Leaders 1 and 4 command "FLIGHT DIAMOND" and give Hand Signals. They form Echelon Right/Left to form rear of Diamond.

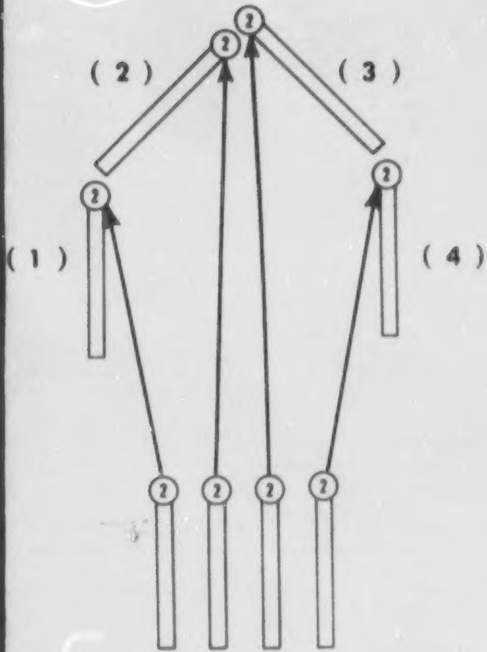
2. All troops face in the direction of march. Assault Squads 2 and 3 at Safe Port, Short Guard, or On Guard, as directed. The Support Squads 1 and 4 remain at Safe Port.

3. When ordering the Assault Squads to assume Short Guard or On Guard, the Flight Leader specifies those Squads, only. The Command is "2ND AND 3RD SQUADS, ON GUARD!"



WHEN ORDERED TO ON GUARD, THE 1ST AND 4TH SQUADS FACE OUTWARD (REARWARD BEFORE ASSUMING ON GUARD. WHEN THE FLIGHT MARCHES FORWARD AT ON GUARD OR SHORT GUARD, THE 1ST AND 4TH SQUADS MARCH BACKWARD.

Figure 5-10. Flight Diamond Formation.



1. THE COMMANDS FOR THIS FORMATION ARE:

Flight Leader:

... FLIGHT WEDGE WITH LATTERAL SUPPORT,

Squad Leaders 2 and 3:

... FLIGHT WEDGE,

Squad Leaders 1 and 4:

... LATERAL SUPPORT,

... MOVE!

Figure 5–11. Wedge with Lateral Support.

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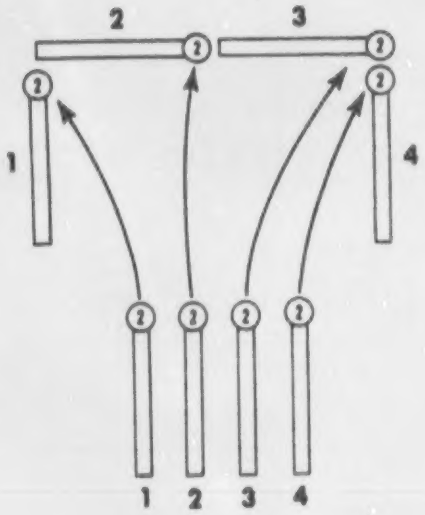


2. THE COMMANDS FOR THIS FORMATION ARE:

Flight Leader:

... FLIGHT LINE WITH LATERAL SUPPORT,

Squad Leaders 2 and 3:

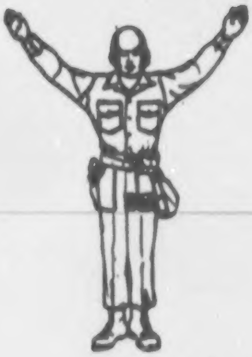
... FLIGHT LINE!

Flight Leaders 1 and 4:

... LATERAL SUPPORT!

... MOVE!

Figure 5-12. Flight Line with Lateral Support.



1. COMMAND:

Flight Leader:

... FLIGHT WEDGE! (Hand Signal, and points to spot for number 2 man)

Squad Leaders 2, 3:

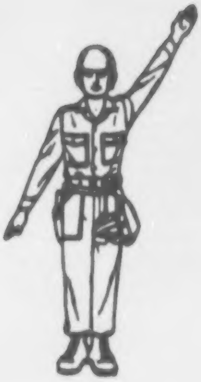
... FLIGHT WEDGE! (Squad Leader 2 signals Left Echelon and Squad Leader 3 signals Right Echelon.)

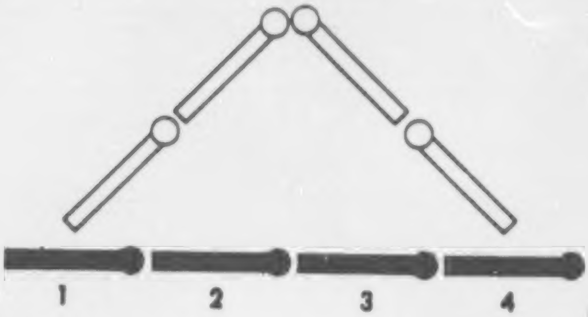
Squad Leaders 1, 4:

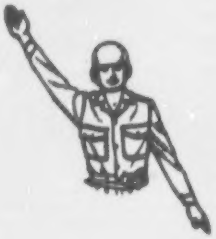
... STAND FAST! (Signals Stand Fast)

... MOVE! (After Squads 2 and 3 have formed point of Wedge, Squad Leaders 1 and 4 command "FLIGHT WEDGE," and give Hand Signal.)

2. The number 2 men are always the base men and the Squads always form on them. Squads ALWAYS form in numerical order, left to right.





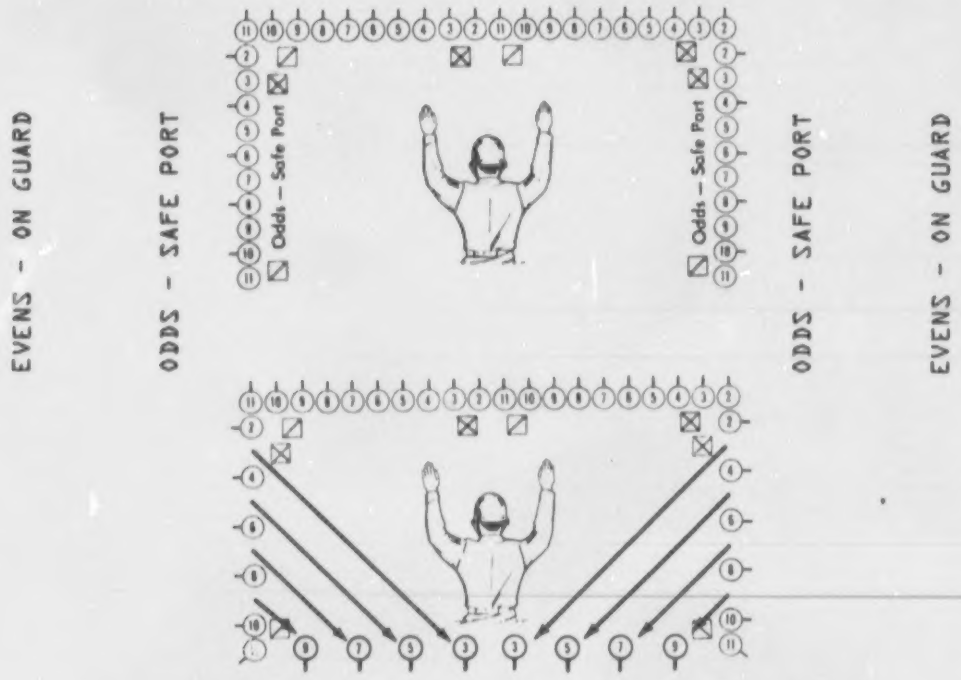


NOTE: FORMING THE WEDGE FROM A COLUMN, LEAVES SQUADS 3 AND 4 UNSIZED. TO ACHIEVE UNIFORM SIZING, FIRST FORM A LINE AND THEN CHANGE TO A WEDGE.

Figure 5-13. Flight Wedge.

FOR DEFENSE AGAINST SUDDEN ATTACK FROM THE REAR

ON GUARD

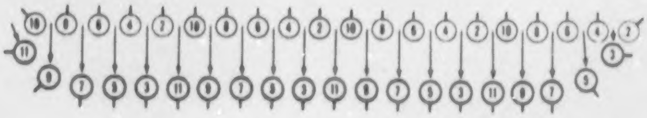


- The Flight Leader signals Squads 2 and 3 Stand Fast and commands "REAR GUARD!" (Squad Leaders 1 and 4 repeat.) Squad Leaders 2 and 3 signal their Squads to Stand Fast and command "STAND FAST!" On hearing the command "REAR GUARD!", the Flight halts (if not halted) and Squads 2 and 3 and the EVEN numbers of Squads 1 and 4 assume the On Guard Position, facing outward. The ODD numbers of Squads 1 and 4 face inward at Safe Port.

- As soon as the actions above have been completed, the Flight Leader points to the rear and commands "MOVE!" (Squad Leaders 2 and 3 maintain the Stand Fast signal. The odd numbers from Squads 1 and 4 double time to the rear and form a straight line across the rear of the formation facing rear at the On Guard position. This movement must be executed in LESS than 4 seconds.

Figure 5-14. Rear Guard (Flight Line with Lateral Support).

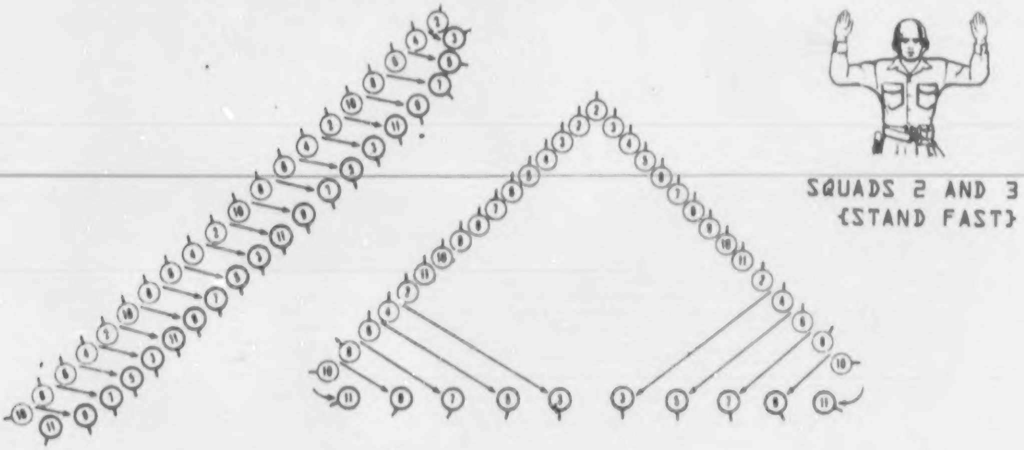
FOR DEFENSE AGAINST SUDDEN ATTACK FROM THE REAR BY AN UNARMED MOB



1. From Line and Echelon Formation the command is:
Flight Leader:

... REAR GUARD!
    Squad Leader:
    ... REAR GUARD! (Flight halts, if marching, even numbers come to On Guard. Odd numbers face rear at Safe Port.)

... MOVE! (Odd numbers double time three paces to the rear and come to On Guard, facing rear. The flanks are guarded by odd numbers 3 and 5 on the right and 9 and 11 on the left.)



2. From Wedge and Lateral Support. Same as Line and Echelon, except odd numbered men from Squads 1 and 4 form the Rear Guard. Squad Leaders 2 and 3 must signal their Squads to Stand Fast. Squads 2 and 3 continue to face forward in the On Guard position. Squads 1 and 4 riflemen 8, 10, and 11 guard the flanks.

3. The command to resume the original formation is:
Flight Leader:

... ODD NUMBERS!
    Squad Leaders:
    ... ODD NUMBERS!

... RECOVER!

Figure 5-15. Rear Guard (Line, Echelon, or Wedge).

eral support, and rear guard (flight line with lateral support and line echelon or wedge).

5-5. Specialized Formations—Crowd Saturation. An effective variation on the "show of force" that has proven effective in controlling large crowds in potentially volatile situations has been to saturate the crowd with the control force. This has the effect of destroying crowd cohesion. It not only makes the control force very visible but close enough at hand that much of the militant ardor cools quickly. These formations and this technique are not recommended if a crowd exhibits an extremely hostile mood or one in which violence has already begun to spread. It is intended as a calming influence on a basically peaceful crowd that has been targeted by militant agitators who may attempt to create mob violence.

a. Figure 5-15 illustrates movement into a crowd using two flights. The object is to saturate the crowd. Minimum contact will be made and once in the crowd the element maintains its integrity. It does not interfere with the peaceful nature of the demonstration or the rights of individuals. It derives its stabilizing influence from the basic "show of force" principle.

b. Figure 5-16 illustrates the staggered police line formation. This modification of the standard line provides reserve and makes the flight appear stronger. While the illustration again uses two full flights, it may be adapted to single flight operation using full squads or elements.

c. A variation of crowd saturation or infiltration can be assumed from a classic line or a staggered line formation. On command, the various squads move forward and maintaining their integrity place themselves in a random manner through the crowd. See figure 5-17.

d. Study of crowds has shown that the agitators and militant leadership will almost never be on the front line. Neither will they be so far that they lose control of the situation. A technique that has been successfully used to apprehend the provacateurs is illustrated in figure 5-18. This movement acts to "pinch off" the first portion of the mob. Once the leadership has been removed the mob can be expected to disperse quickly.

5-6. The Tactical Squad/Apprehension Team. The primary mission of a tactical squad/apprehension team is to remove offenders, particularly leaders and hard core activists, from the dissident group and deliver them to the mobile processing facility or detention center. Apprehension team members can also function as a patrol and a reinforcing tactical squad.

a. Team Composition. Personnel selected for the teams must be mature, disciplined, well trained and capable of subduing unruly dissidents with standard come-along holds. Each team should consist of two experienced NCOs and ten airmen. Individuals must be thoroughly trained in riot control formations and use of confrontation equipment because they will be required to penetrate crowds. Size and composition may vary.

b. Apprehension Team Employment. (fig 5-19 thru 5-24). These teams may be used at anytime during a riot or disturbance. However, they will be most effective during the initial phase of the confrontation. The apprehension of leaders and other hard core dissidents at the beginning of the confrontation will diminish the intensity of the disturbance. This action will also decrease the probability of progressing from a low-key disturbance to a major confrontation or riot. Also, violence and confusion are normally at their lowest levels, which greatly reduces the prospect of injury to team members.

c. Since apprehension teams will be involved in direct contact with the disorderly element, the members must be properly equipped. Usually the attitude of the dissidents will dictate the type and amount of equipment needed. However, chemical mace, handcuffs and riot batons should always be issued. Conversely, shoulder weapons should never be carried since they would interfere with the apprehension of offenders.

d. An apprehension team may operate sin-

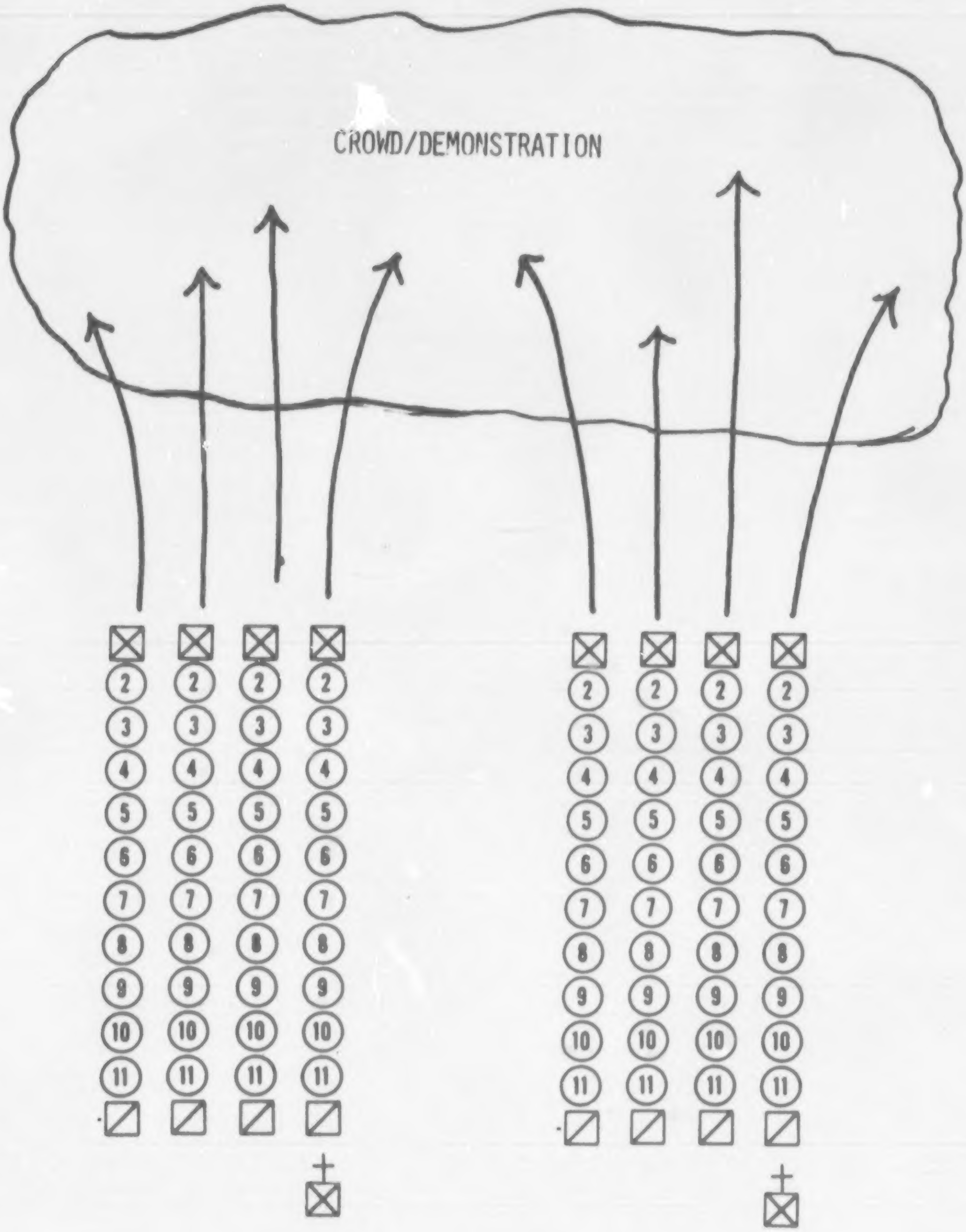
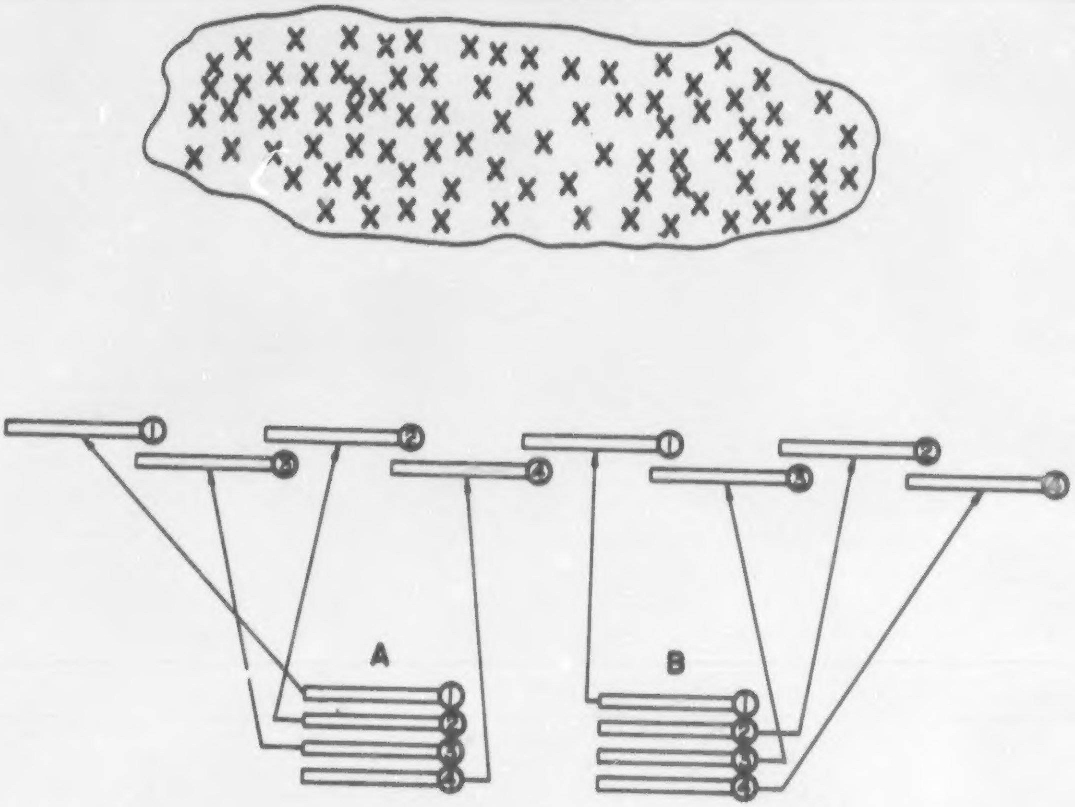


Figure 5-16. Flight Infiltration of a Mob.



1. Flights are brought into line flanking the crowd.

2. On the command, "STAGGERED LINE!", move:

   a. The first and third squads of "A" Flight sidesteps left.

   b. The second and fourth squad of "A" Flight moves flank right oblique to a position between the first and third Squads of "A" and "B" Flights.

   c. The first and third Squad of "B" Flight stand fast.

Figure 5-17. Flight Staggered Line Formation.

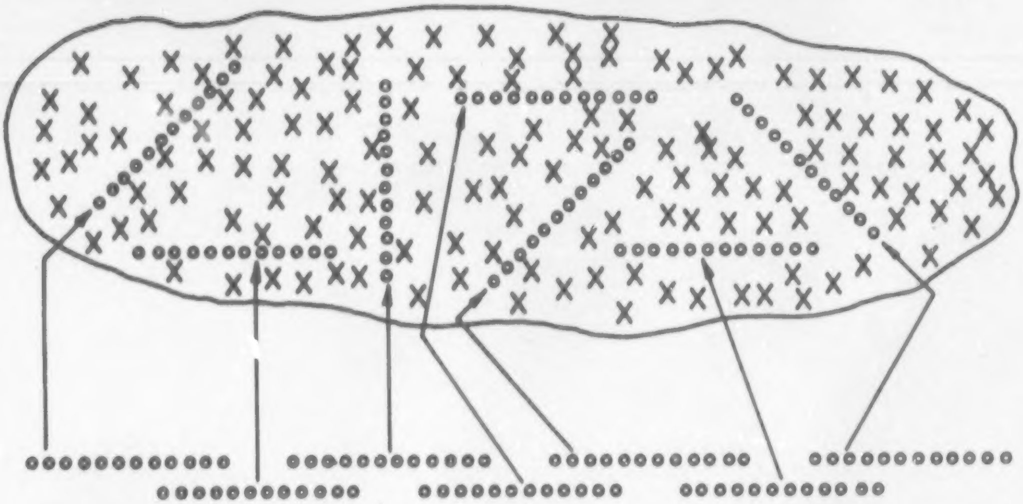


Figure 5-18. Crowd Saturation from a Staggered Line.

gly, with one or more teams, or in conjunction with riot control squads, depending on the situation. Violators who have become detached from the main body and those gathered in small isolated groups are particularly vulnerable to apprehension teams. Leaders and other hard core participants seldom voluntarily leave the main group. Therefore, team members will have to go into the dissident gathering and physically extract selected individuals.

e. Teams supported by riot control squads using a wedge or other formations can extract selected agitators from a large dissident group. Once the team has isolated the individual to be apprehended, one or two members of the team are directed to effect the apprehension. This action should be done quickly and decisively employing the lowest degree of force necessary. Further, a team should apprehend only one individual at a time. After this action is completed the dissident is then removed from the group and transported to the mobile processing facility. Successful isolation, apprehension and extraction of the subject is critical. If done professionally it will retard the progression of violence or decrease its level. However, failure to apprehend a selected individual or the escape of an apprehended person will encourage dissidents to further their activities, thus escalating the level of the confrontation.

SECTION B—THE RIOT BATON

26" long 1½" dia.

5-7. General Information. The adoption of the 36" riot baton provides the security policemen with an offensive weapon, providing less force than a rifle or bayonet. The riot baton is a deadly weapon. It deserves the same respect as any other deadly force. In its use the policeman is subject to all of the restraints imposed by the maximum that only necessary force will be used to control a given situation. However, properly used and in the hands of troops trained and disciplined in its use, the riot baton presents a formidable psychological effect because the crowd senses that it will be used, unhesitatingly, if necessary. In theory, the baton is probably the most useful, yet least dangerous, instrument which can be brought to bear against disorderly crowds. To be most effective the baton must be used as a team weapon and not as an individual weapon to be used in a series of individual contests with separate rioters.

5-8. Characteristics of the Riot Baton. The riot baton can be of any length from 26" to 42" but the optimum length has been found to be

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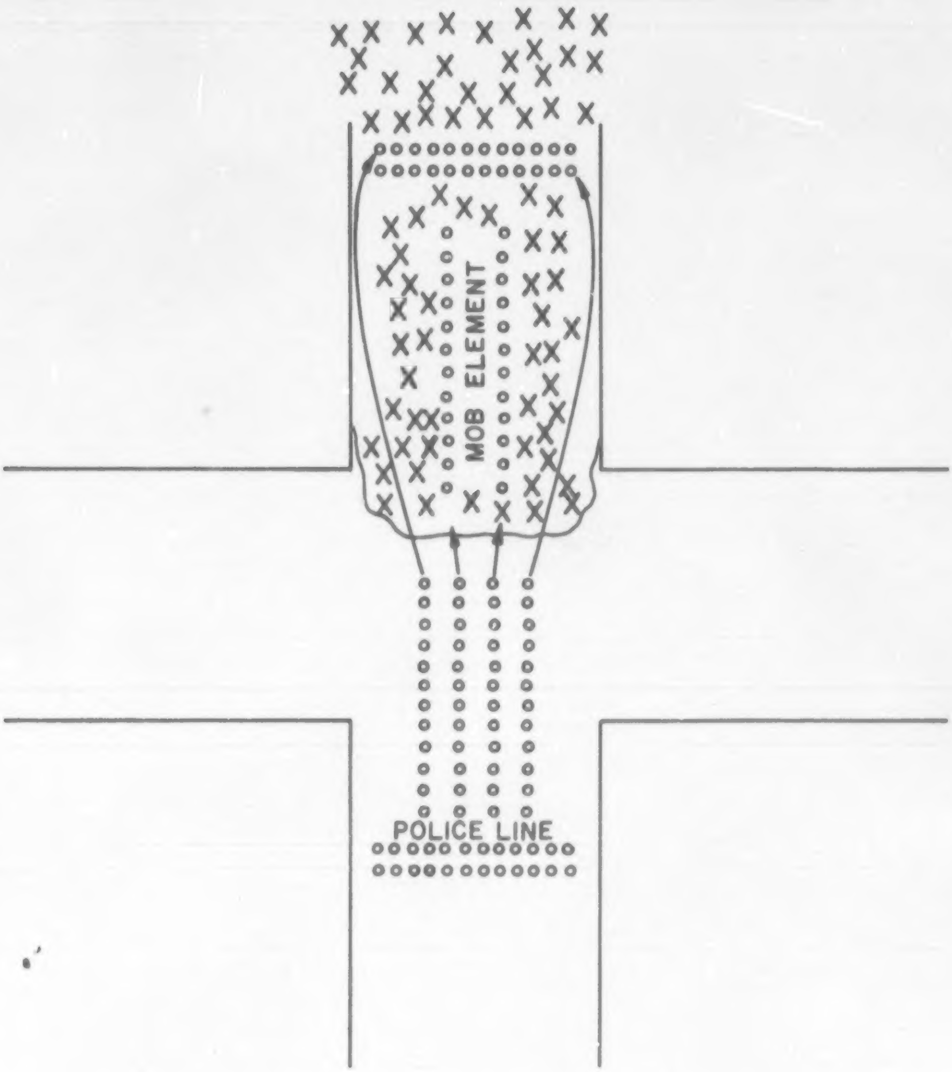

1. Squads 2 and 3 move into the leading portion of the crowd, splitting it.

2. Squads 1 and 4 proceed up the sides and cut the mob about 1/4 to 1/5 of the way back. They begin moving this segment of the crowd back toward the intersection. The two squads in the crowd center join the roll-up squads. The two reserve squads assist and process the apprehensions.

Figure 5-19. Saturation and Entrapment of Mob Lead Element.

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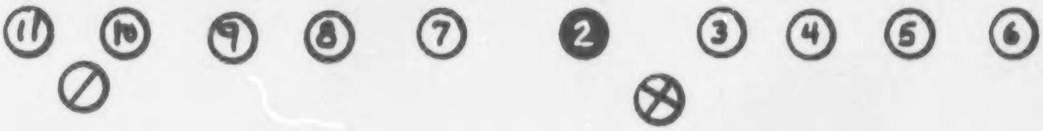


Tactical Team (TACTeam)

1. Normally the TACTeam consists of a Team Leader, Asst Team Leader and ten members (rifle or baton).

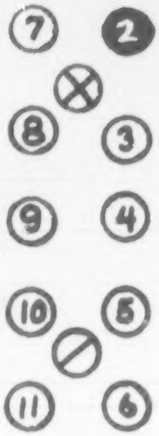
2. The Team Leader leads the TACTeam when it is not in Squad or Flight formations.

3. The TACTeam is divided into Physical Apprehension and Restraint Teams (PARTeams): PARTeam A (The right half of the TACTeam or the Team Line) is directed by the Team Leader; while PARTeam B (the left half of the TACTeam or the Team Line) is directed by the Asst Team Ldr.

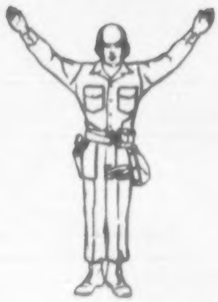
4. The Team Leader gives precise verbal instructions to the base men and all remaining members receive their orders via hand signals.

5. The command of EXECUTION is given the base men by voice while other team members execute when the Team Leader drops his hands.

6. Each man must know and remember his position number and his PARTeam.



TACTEAM

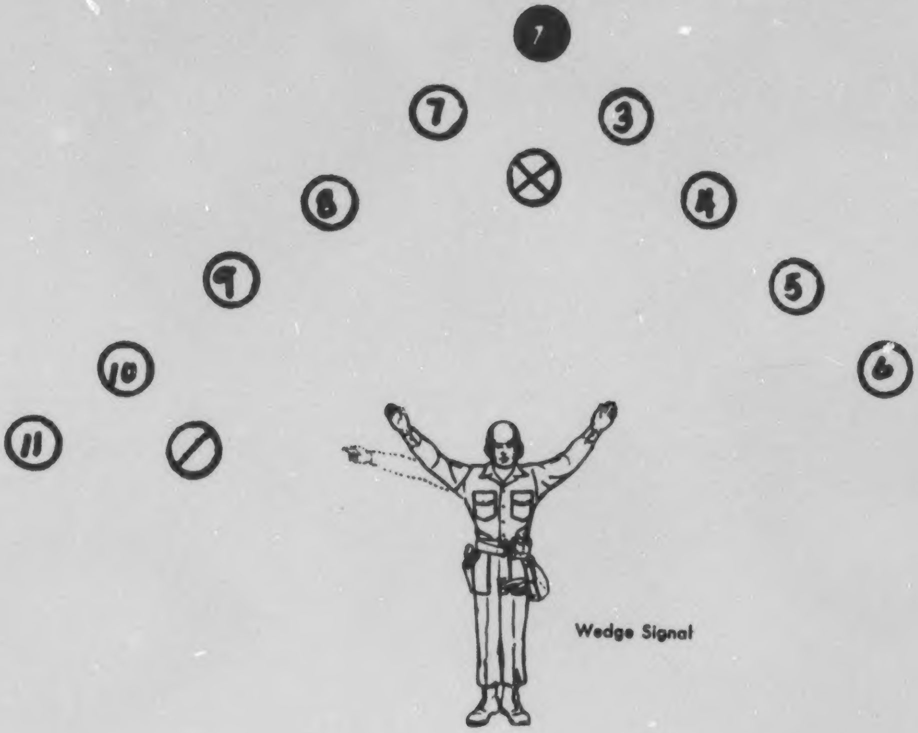


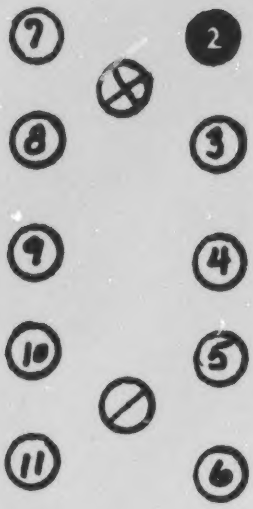
1. Command:

... TEAM LINE MOVE!

2. Members form on base men in the "Swinging Gate" Principle, not unlike employing a Flight Wedge.

Figure 5-20. Team Line.





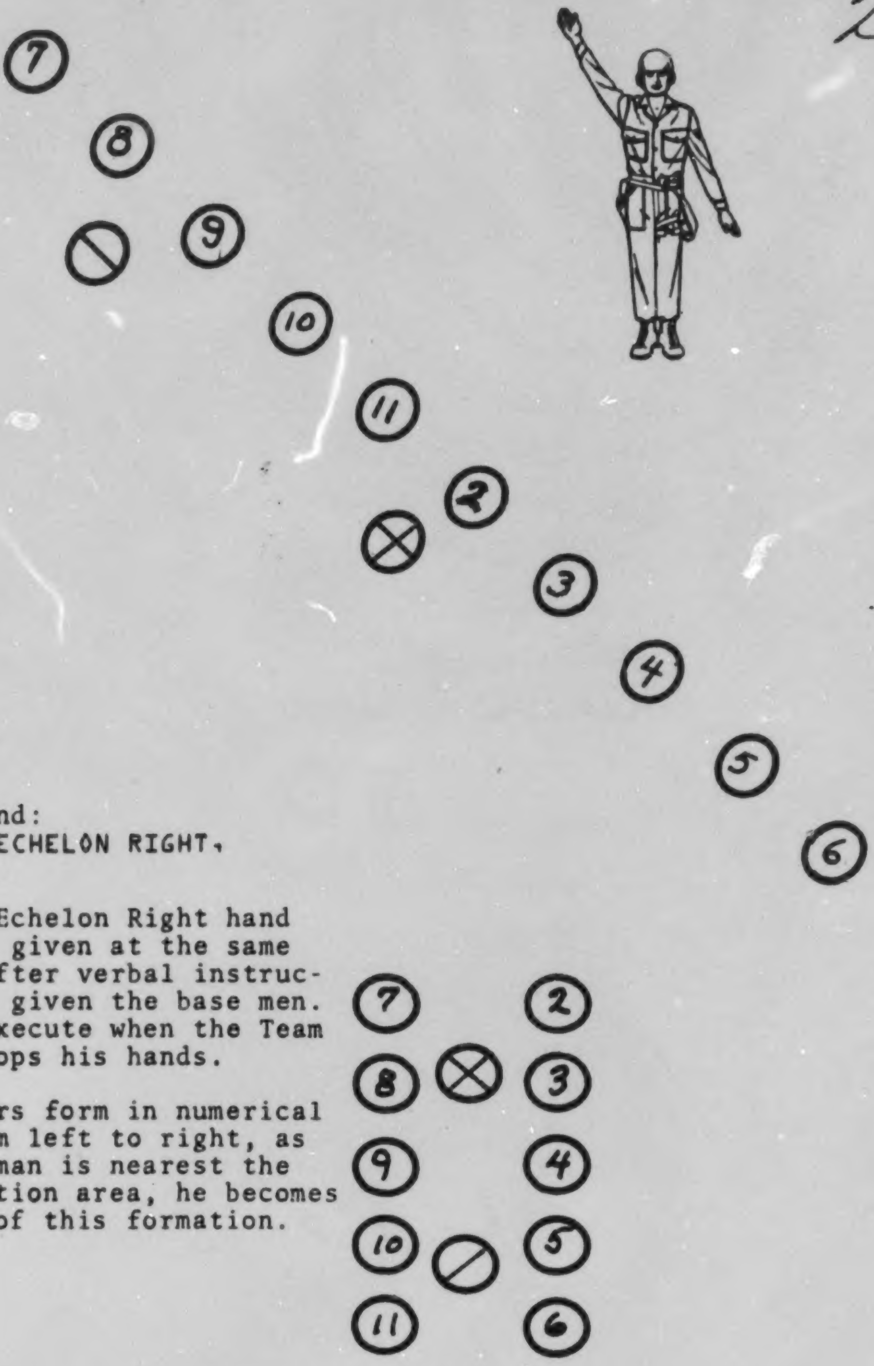
1. Command:

... TEAM WEDGE, MOVE!

2. Team Wedge hand signal is given at the same time or after verbal instructions are given the base men. Members execute when the Team Leader drops his hands.

3. In a Team Wedge, PARTeam A forms in numerical order to the right and PARTeam B forms in numerical order to the left.

Figure 5-21. Wedge.



1. Command:
... TEAM ECHELON RIGHT,
"MOVE"!

2. Team Echelon Right hand signal is given at the same time or after verbal instructions are given the base men. Members execute when the Team Leader drops his hands.

3. Members form in numerical order from left to right, as number 7 man is nearest the confrontation area, he becomes the base of this formation.

Figure 5-22. Right Echelon.

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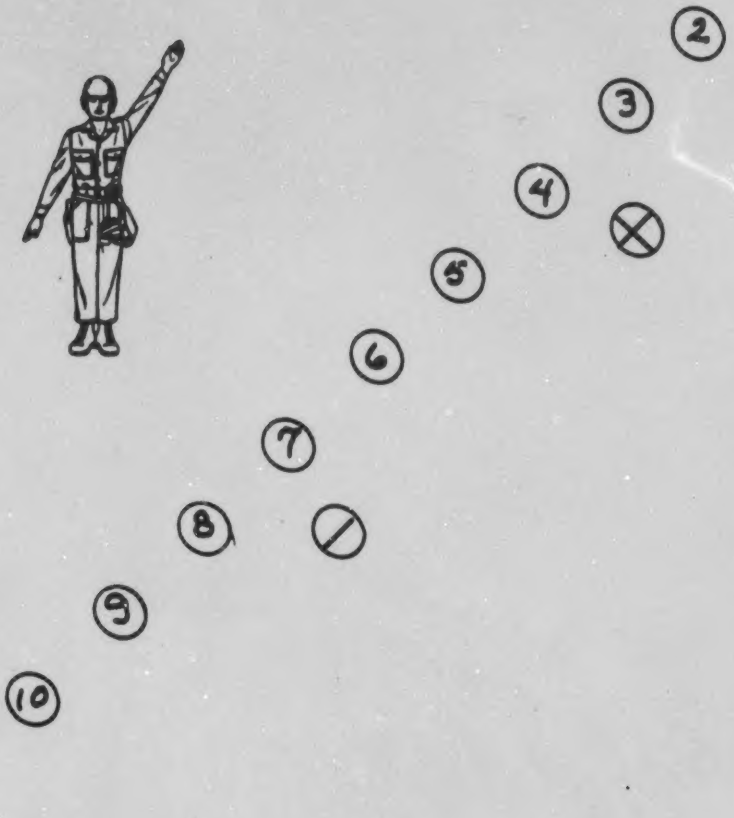
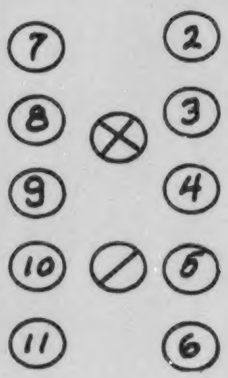




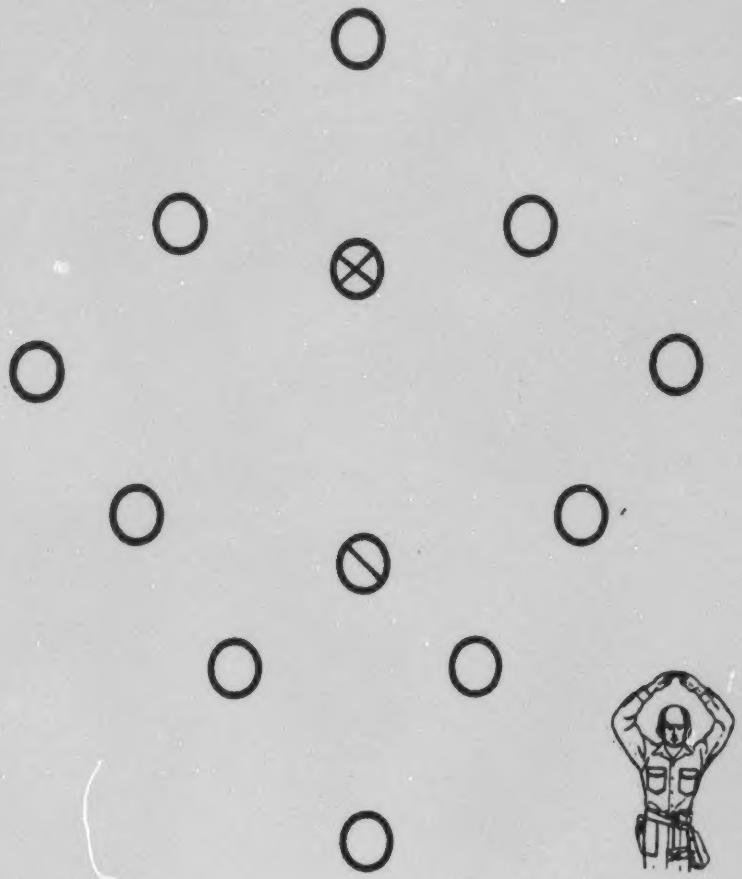
1. Command:

... TEAM ECHELON LEFT, "MOVE!"

2. Team Echelon Left hand signal is given at the same time or after verbal instructions are given the base men. Members execute when the Team Leader drops his hand.

3. Members form in numerical order right to left.

Figure 5-23. Left Echelon.



1. Command:
... TEAM DIAMOND,
"MOVE!"

2. Team Diamond hand signal is given at the same time or after verbal instructions are given the base men. The members execute when the Team Leader drops his hands.

3. Members form as in a wedge except that its wings are folded inward to form the rear of the diamond.

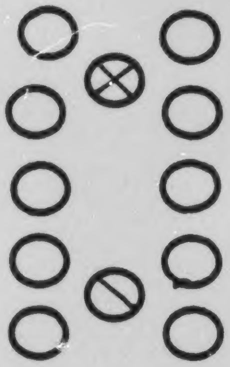


Figure 5-24. Diamond.

36". The baton should be constructed from a dense wood such as rosewood or walnut which is not easily shattered or broken. Both ends of the baton should be rounded and knurled to provide non-slip gripping of either end. The suggested diameter of the baton is 1.25". Batons may be equipped with a wrist throng.

5-9. Riot Baton Training. Personnel equipped with the riot baton must be well trained in its use. Riot baton training includes employment considerations, such as the human body's vulnerable and possible fatal points of impact, the basic positions and protective actions with the riot baton, and riot control formations with the riot baton.

5-10. Employment Considerations:

a. General Information. The riot baton is intended to provide the commander with an additional option in the application of force necessary to accomplish his mission. The use of the baton will depend upon the commander's appraisal of the situation and his determination of the riot control force response.

b. Defense. The riot baton is primarily an offensive weapon. In a defensive posture, the baton loses its effectiveness as a team weapon. It is in direct proportion to military force fractionation as the force is spread out in its defense, reducing the force to individual defense positions. While the baton can be employed with effect for self defense, it will be only minimally effective where rioters are present if used alone for defense of personnel and property by a group smaller than fire team size. Placing forces in numbers at separate defense positions is not economical. Conversely, an individual armed only with a baton has little advantage when alone and can generally only cope with a one-to-one situation against a similarly armed person. It is not logical to provide security policemen with firearms during normal conditions and arm them only with batons in an environment where criminal acts are most likely to occur. Therefore, personnel equipped with batons in a defensive posture should be provided with sidearms as an additional precaution to insure adequate protection of personnel and property.

c. Offense. The baton used alone by forces confronting rioters detracts from the psychological advantage that can be gained by a show of force with direct support elements armed with the rifle or bayonet. Under all circumstances where baton wielding forces are in direct contact with rioters, direct support by rifle and bayonet forces should be provided. This has the double effect of:

(1) Confronting rioters with weapons the rioters know will be used against them, and

(2) At the same time showing them that the baton forces will be adequately protected and the disorder will be quelled.

Security Policemen equipped with the riot baton will AVOID ANY RIOT BATON TECHNIQUES DESIGNED TO PRODUCE PERMANENT INJURY OR DEATH.

5-11. Concept of Baton Employment. The various techniques of application presented in this manual are based on the following concept:

a. In any use of force or encounter situation it must be remembered that man has four points of attack, that is, two hands and two feet. Any techniques employed must allow that when attacking or defending, attack or counter attack can be accomplished by any combination of the four.

b. As stated, baton techniques are primarily offensive and are performed with power coming primarily from the arms with a minimum of body motion. Excessive body motion either throws the user off balance or provides such force that any blow struck can cause serious bodily harm to the person struck.

c. To be effective, all baton techniques must be simple and performable in one motion. Any offensive technique that requires more than one smooth motion telegraphs intent or takes too long in application to be effective.

d. Offensive techniques must be developed to provide mutual support among riot force members. They should be performable from one ready or neutral position and applied in any direction of attack with speed, accuracy, and force.

e. The baton serves as an extension of the arm to strike an attacker, not as a block device to apply force against force. The concept of defense is to move out of the line of an attack and then counter-attack.

5-12. Baton Grip Techniques. The baton is normally gripped securely in both hands as illustrated in fig 5-25. If the thong is used, three steps are necessary to obtain a secure grip of the riot baton. The thong of the baton is first placed around the thumb. The baton is then held in a position allowing the thong to hang over the back of the hand. The hand is then rolled into the handle of the baton allowing the thong to be pressed into the palm of the hand. This technique of gripping the riot baton provides the individual with a secure grasp and facilitates immediate release of the weapon by merely relaxing the hand.

5-13. Body Vulnerable Points (figures 5-26, 5-27, 5-28). For effective baton employment, security policemen must have a thorough knowledge of the most vulnerable points of impact on the human body. The most vulnerable points of the body presented here are divided into three categories—points which

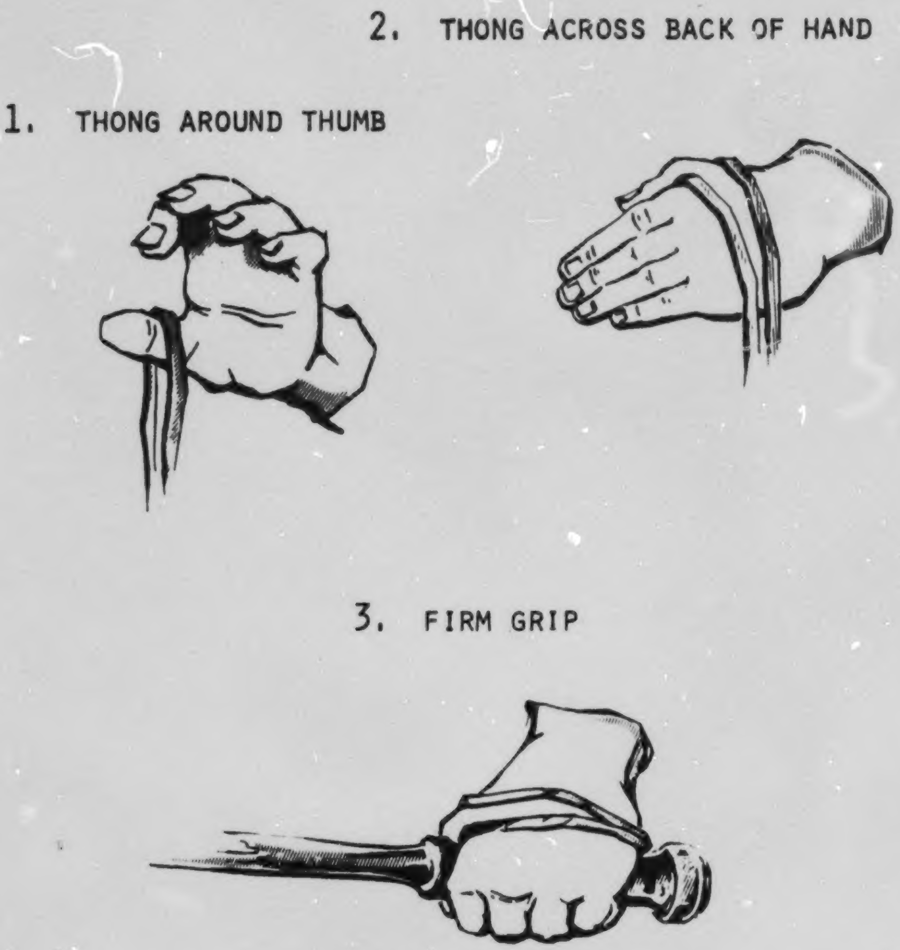


Figure 5-25. Baton Grip.

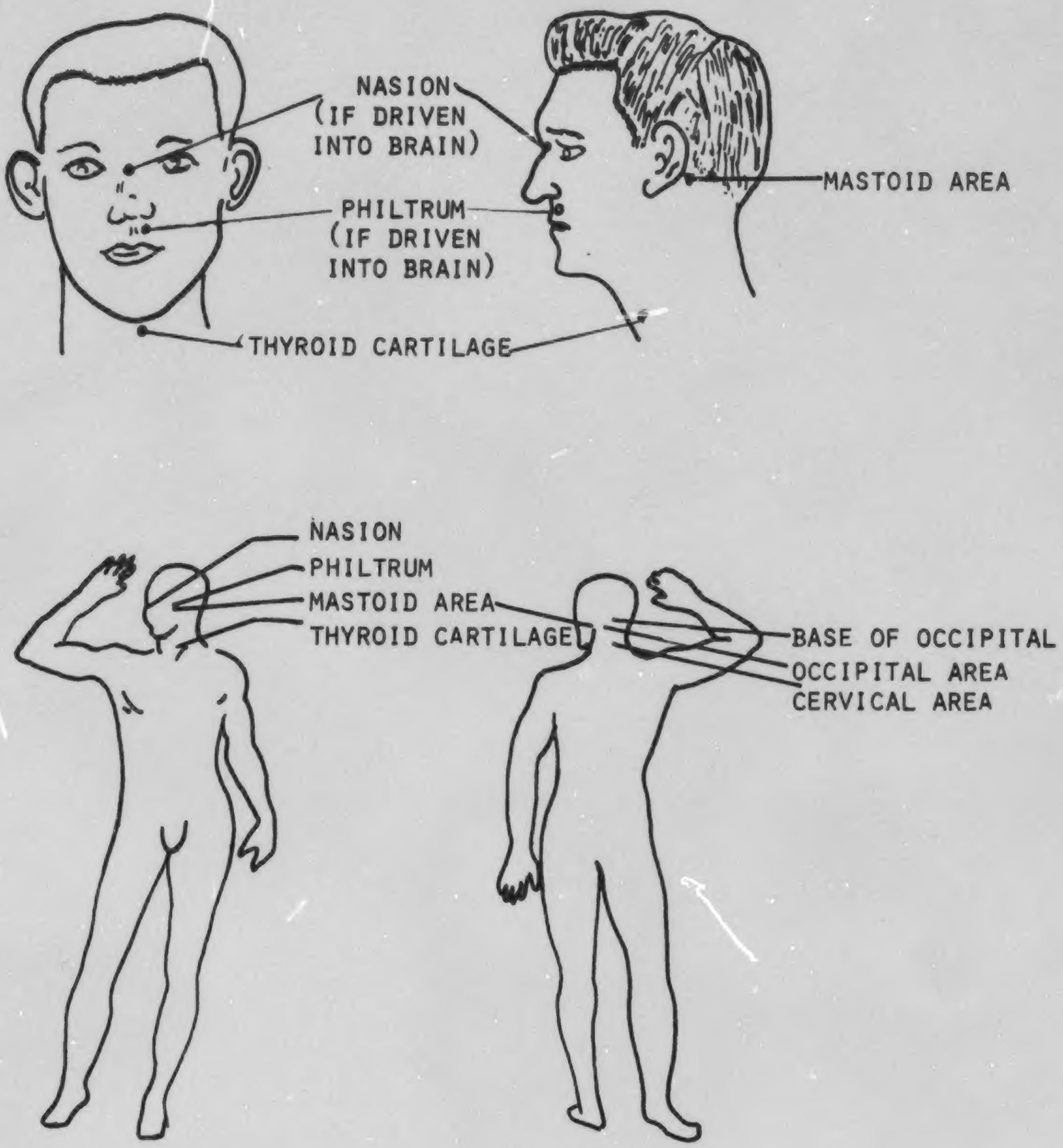
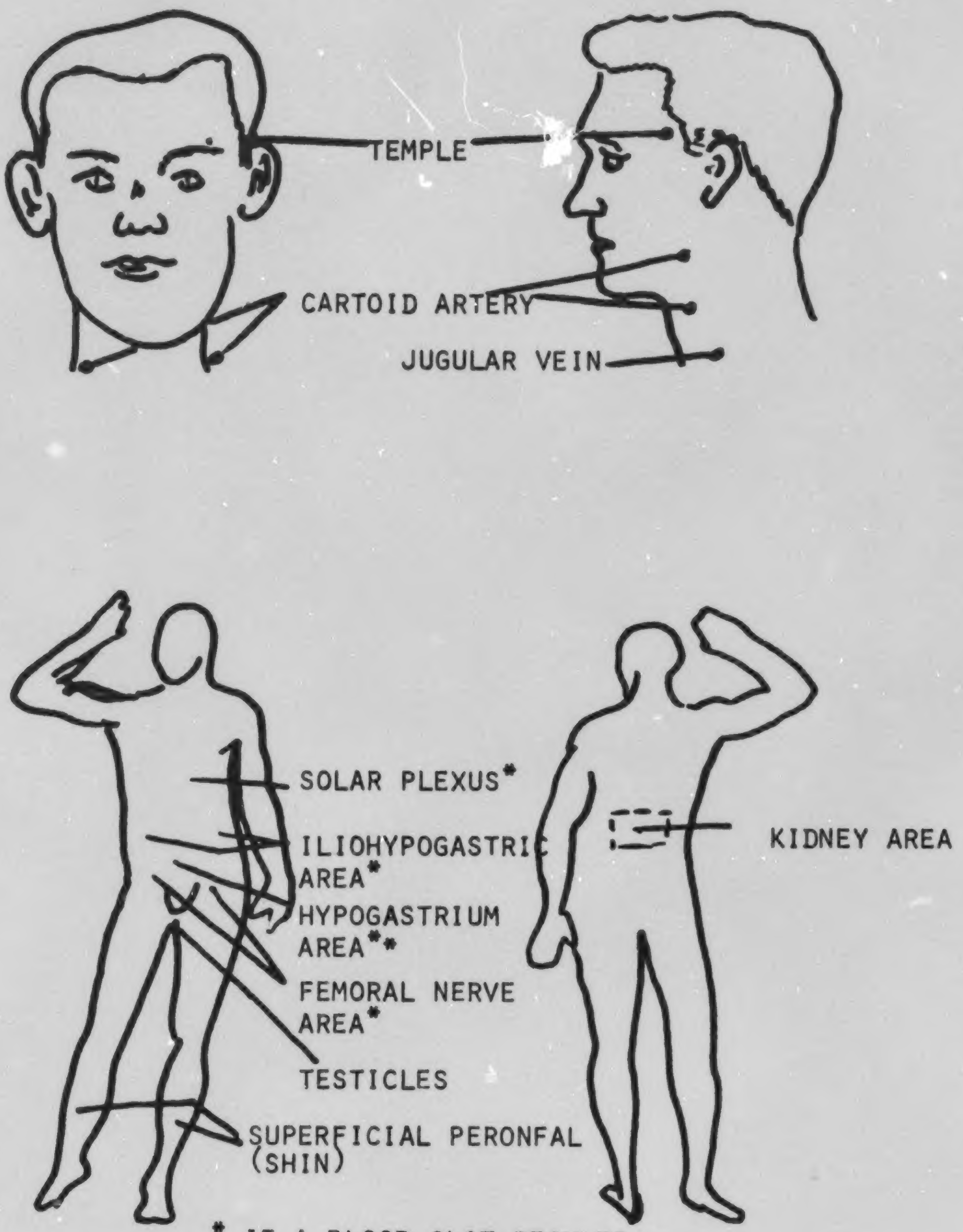


Figure 5-26. Striking Points Which Can Most Likely Cause Death.



* IF A BLOOD CLOT RESULTS

** IF INTERNAL BLEEDING RESULTS

Figure 5–27. **Striking Points Where Permanent Injury Can Be Inflicted.**

can most likely cause death when struck, points where permanent injury can be inflicted, and other vulnerable points. Whether any blow will cause death or great bodily harm is primarily determined by the angle or force in which it is struck, and any blow can cause serious injury if it is struck with sufficient force. Attempts should be made to avoid any blows to the head or to any other area that may cause death or permanent injury. Blows to other vulnerable points should not be struck with such force as to cause serious injury.

5-14. Parade Rest (figure 5-29). Parade rest is a relaxed position used while in formation. The feet are shoulder width apart. The hands are approximately 6 inches from the ends of the baton, palms down and thumbs to the inside. The arms are down and relaxed.

5-15. Neutral Position (figure 5-30). The neutral position is the ready position and is used in all techniques. The feet are shoulder width apart with knees flexed. The hands are approximately 6 inches from the ends of the baton, palms down and thumbs to the inside. The forearms are parallel to the ground with the elbows touching the sides of the body.

5-16. Offensive Techniques. There are three basic attack techniques with the riot baton–the thrust, smash and strike. The thrust and smash are primarily offensive techniques. The strike is used offensively for counterattack from a defensive posture.

a. Thrust. This is a short thrust that can be performed using either end of the baton (right tip for forward and right, left tip for forward and left) to attack in any desired direction on a plane of 180° arc.

(1) Forward Thrust with Left Tip (figures 5-31, 5-31a, 5-31b). From the neutral position, take a short sliding step forward with the right foot, keeping both knees flexed. While stepping, snap your left arm straight out at your opponent, aiming the left tip of the baton at his upper body. At the same time, snap your right hand to the front center of your body and drive the tip of the baton into the opponent's upper body. To thrust with the right tip, reverse the procedures.

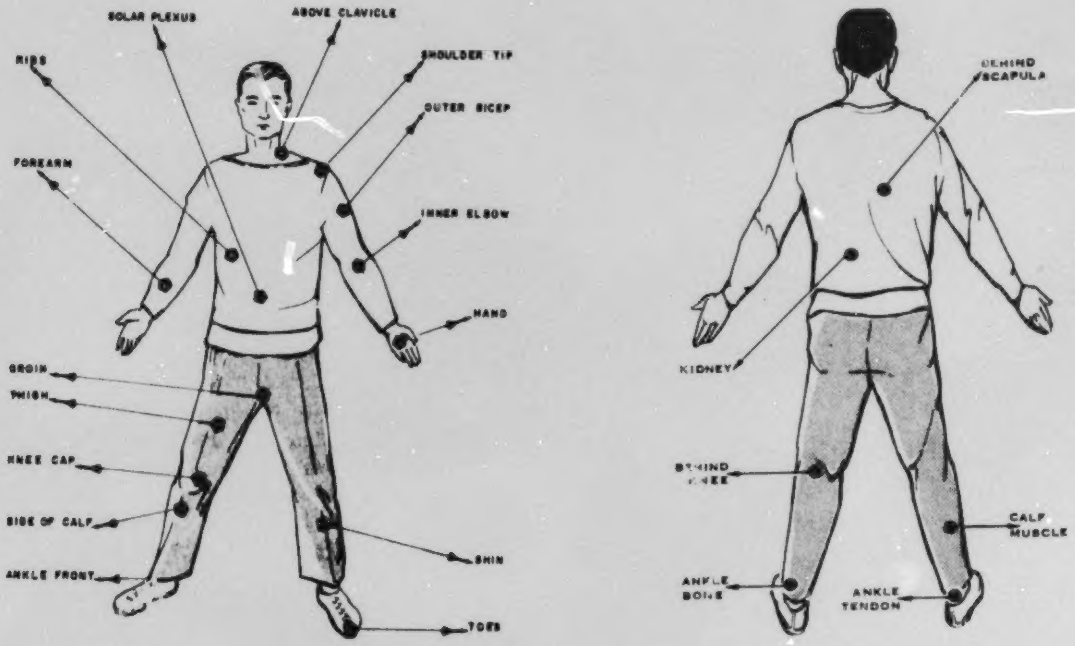


Figure 5-28. Effective Striking Points.

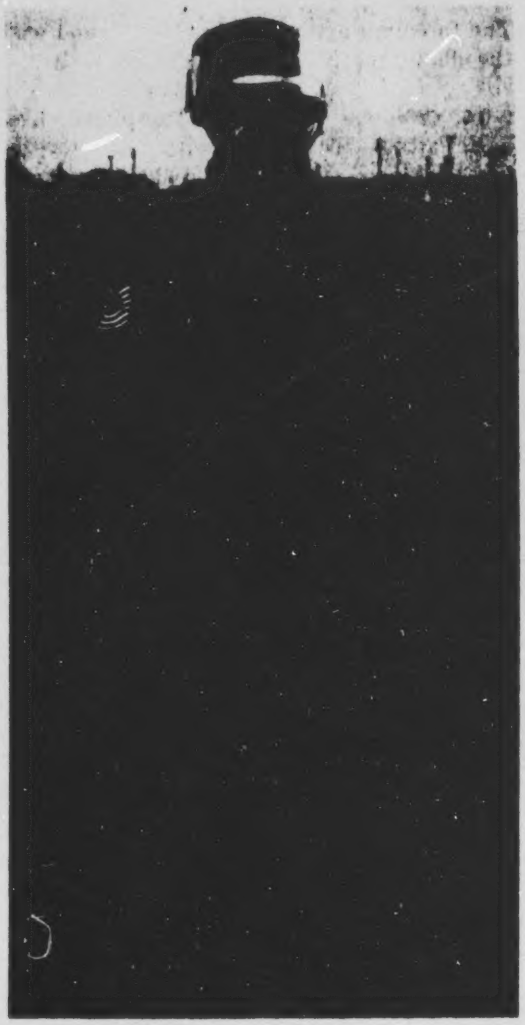


Figure 5-29. Parade Rest.

Figure 5-30. Neutral Position.

(2) Angle Thrust with Right Tip (figures 5-32, 5-32a). To attack at any angle to the right of center except straight to the side, take a short step toward the opponent with your right foot. While stepping, snap your right arm straight out at your opponent, aiming the right tip of the baton at his upper body. At the same time, snap your left hand to the front center of your body and drive the tip of the baton into the opponent's upper body. To thrust with the tip, reverse the procedures.

(3) Straight Side Thrust with Left Tip (figure 5-33). This technique is useful for mutual support and can be used against an opponent who attacks the security policeman adjacent to you or attempts to penetrate the line at your side. From the neutral position, snap both arms straight to the side aiming the left tip of the baton at the opponent's upper body. To thrust with the right tip, reverse the procedures.

b. Baton Smash. This technique is performed using either the stem or one tip of the baton.

(1) Straight Smash (figure 5-34). From the neutral position, take a short sliding step forward with either foot. While stepping,

Figure 5-31. Ready Position.

snap both hands straight out and drive the stem of the baton into his upper body.

(2) Modified Smash (figures 5-34a, 5-34b). This technique can be used instead of the straight smash or to attack at an angle to the right or left of center. It is also useful for mutual support and can be used against an opponent who attacks the security policeman adjacent to you or attempts to penetrate the line at your side. From the neutral position, take a short sliding step forward with your right foot. While stepping, snap your right arm out at your opponent and drive the right tip of the baton at his upper body. To perform the modified smash to the left, reverse the procedures (figure 7b).

c. Strike. The strike is used against an opponent who is too far away for the thrust or smash to be effective. This technique is particularly suited to self defense. As with the thrust, attack can be made in any desired frontal or sideward direction. The strike is accomplished by tensing the wrist and forearm muscles of the striking arm while holding the baton back with the opposite hand; then releasing the retarding grip and whipping the baton out extending the striking arm and snapping the wrist over, striking the desired target with the baton. Striking techniques are illustrated in the defensive techniques below.

5-17. Defensive Techniques. The defensive techniques presented here are for three types of motion attack—attack with striking objects, attack with stabbing or cutting objects, and unarmed attack. In defending against these attacks, the same principle and basic techniques are employed. When attack comes from an opponent's right side, retreat to the outside and away from the attack (to the opponent's right) and counterattack. Reverse the procedures for attack from the left side. NOTE: If absolutely necessary, the pivot can be made to the inside and away from the attack. This procedure will make you vulnerable to follow up attack.

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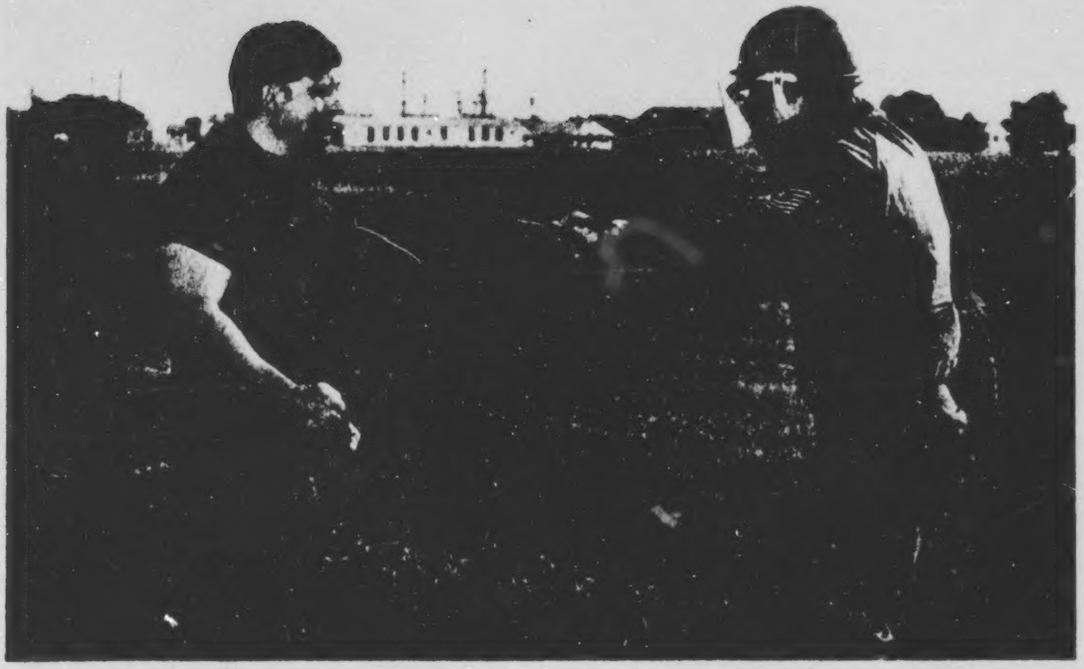

Figure 5-31a. Forward Thrust (Mid-Execution).

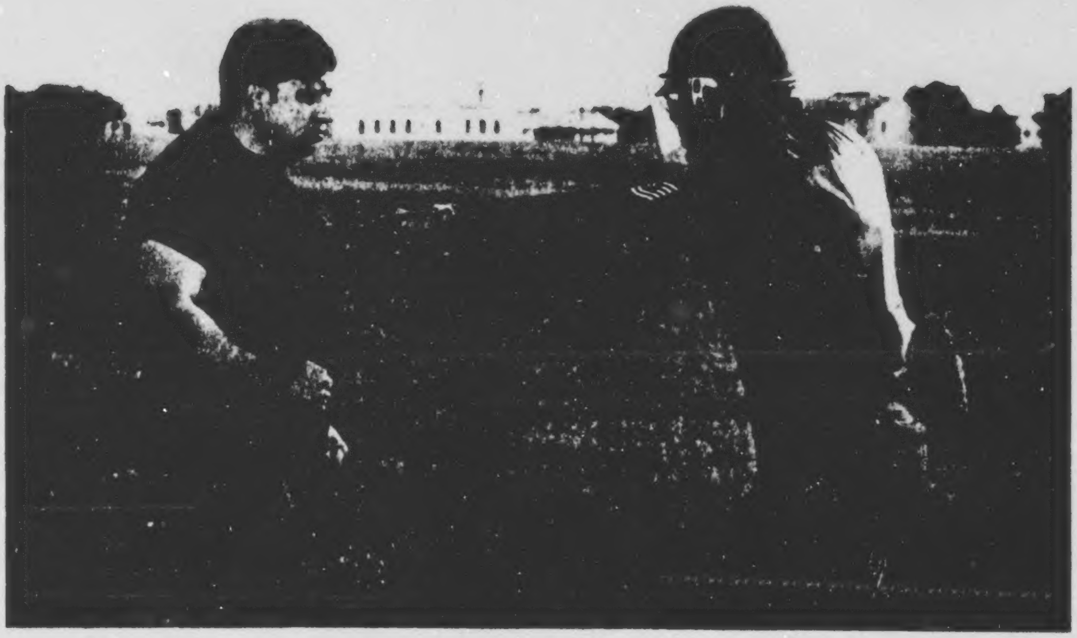

Figure 5-31b. Forward Thrust (Moment of Contact).

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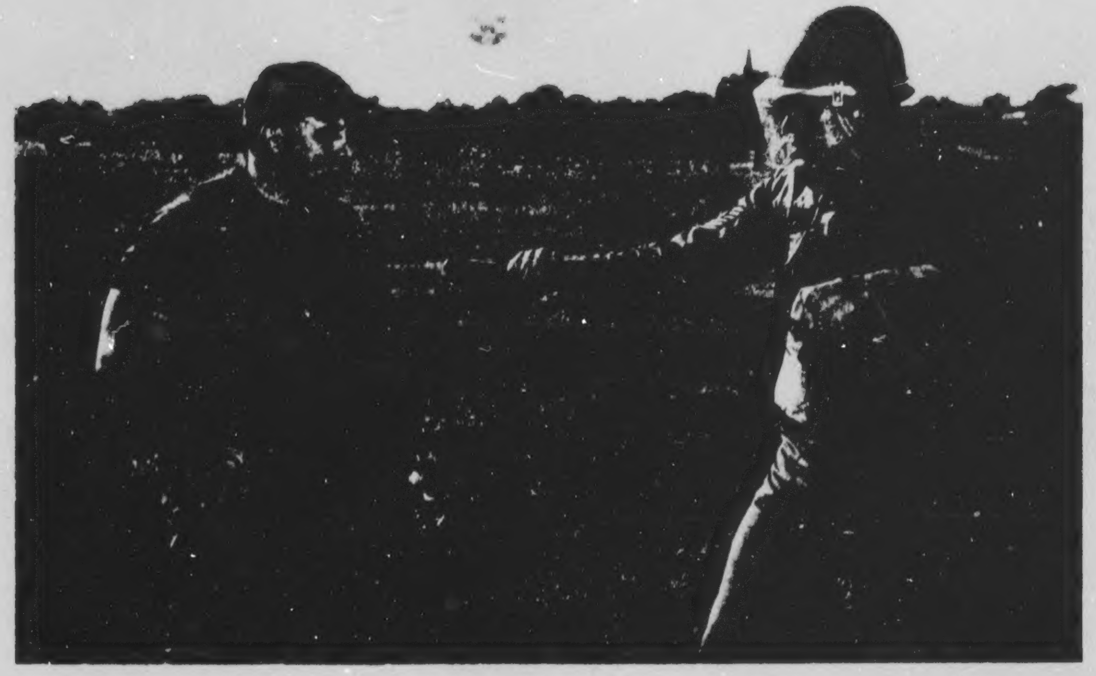

Figure 5-32. Angle Thrust (Mid-Execution).

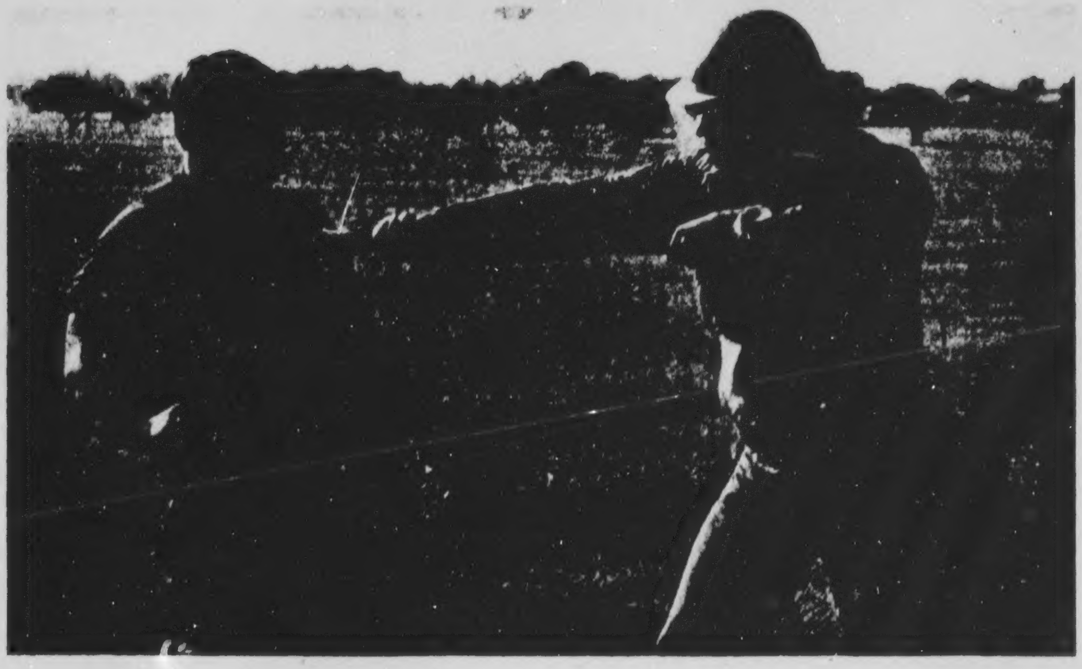

Figure 32a. Angle Thrust (Moment of Execution).

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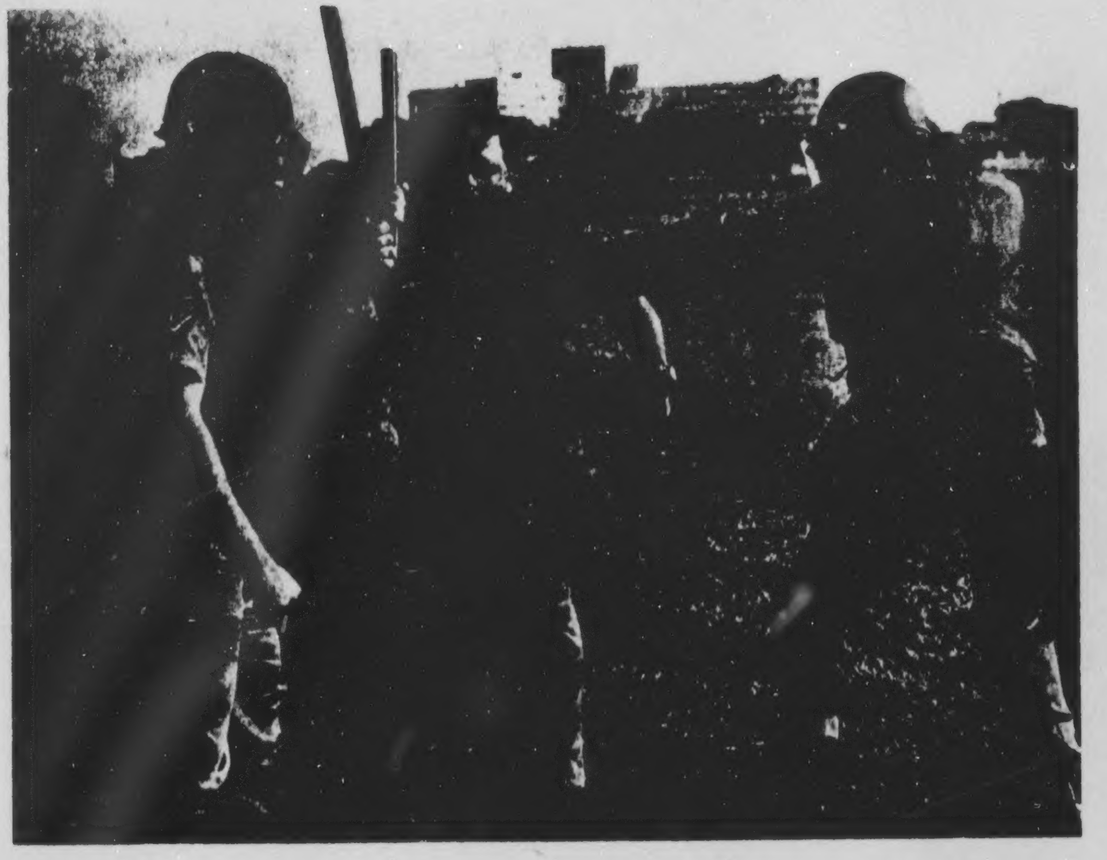

Figure 5-33. Straight Side Thrust Left Tip.

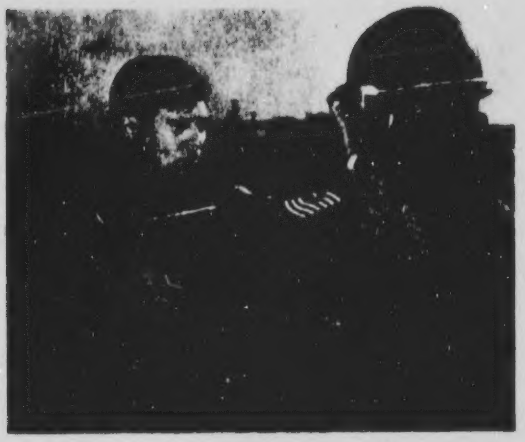

Figure 5-34. Straight Smash.

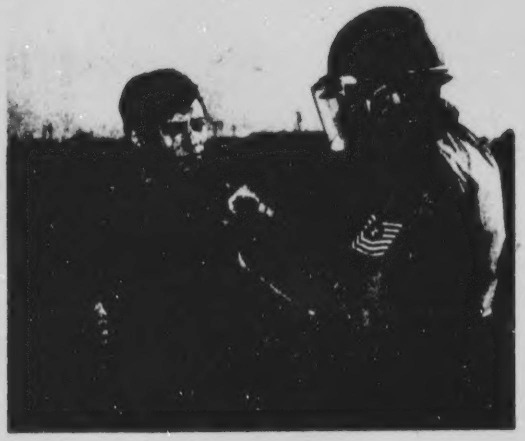

Figure 5-34a. Modified Smash.

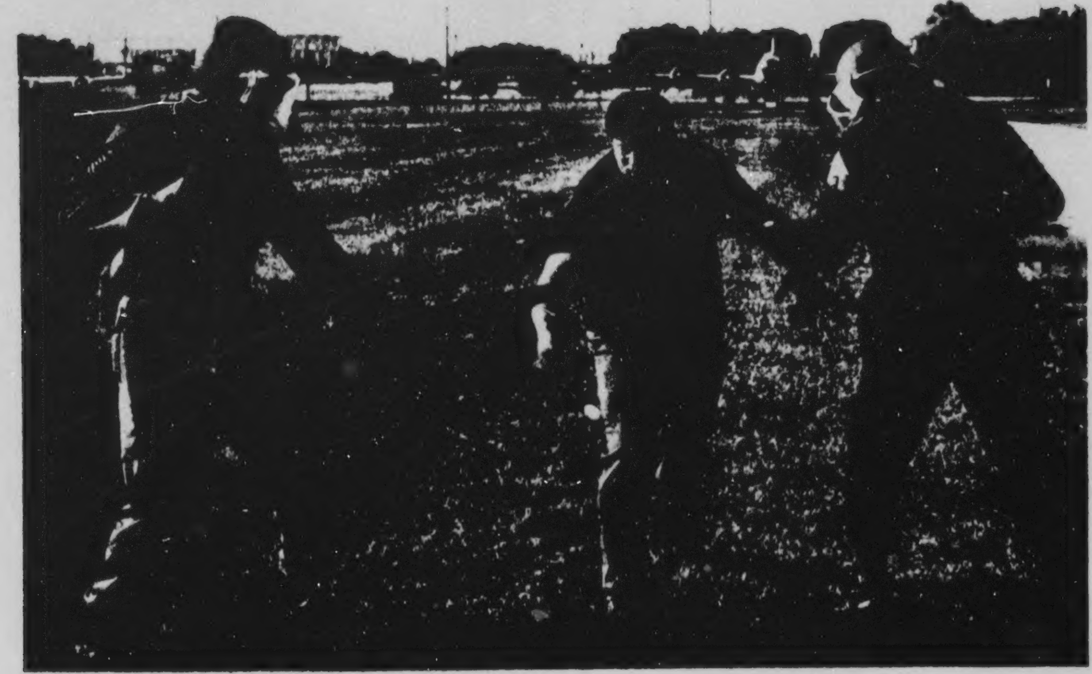

Figure 5-34b. Modified Smash for Mutual Support (Moment of Contact).

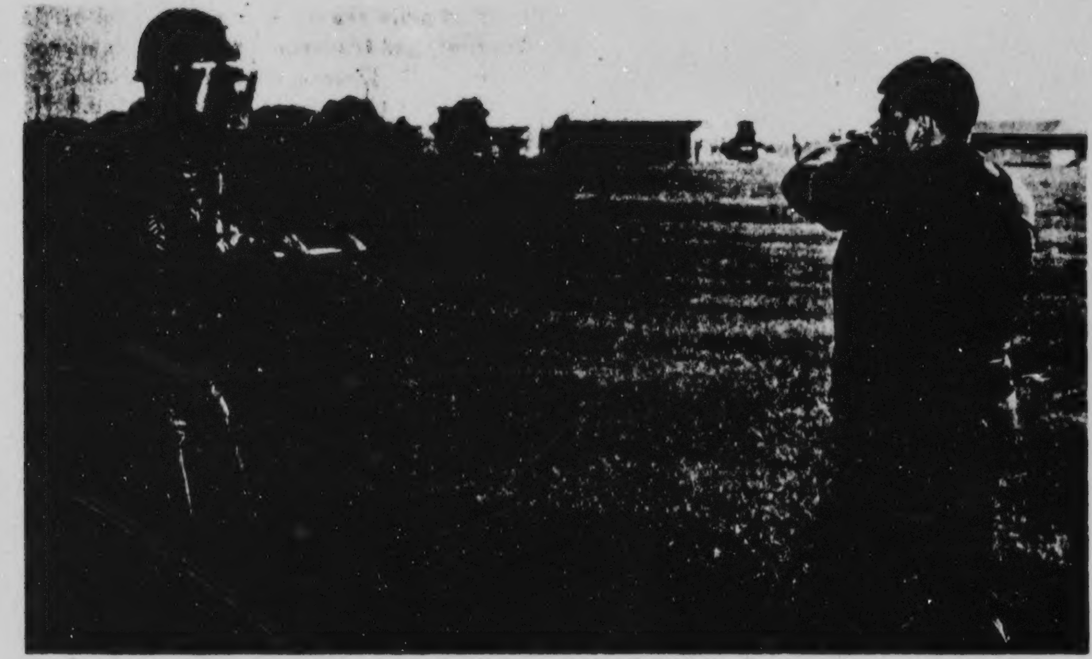

Figure 5-35. Defense Against Striking Objects—Overhead Attack.

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a. Defense Against Striking Objects (figures 5-35, 5-35a, 5-35b, 5-35c, 5-35d, 5-35e). When an opponent swings a striking object either overhand or sideways with his right hand, take a large circling step to the rear with your right foot, pivoting on your left foot to face to the right. The left foot may be drawn toward the right foot, if necessary, to move farther away from an attack with a long object. When the missed blow has passed, and before the opponent can recover, strike him on his arm to disarm him. To defend against a left hand blow, reverse the procedure.

b. Defense Against Cutting or Stabbing Objects (figures 5-36, 5-36a, 5-36b). To defend against this type of attack, use the same procedures outlined in 5-17a.

c. Defense Against an Unarmed Man:

(1) Hand Attack (figures 5-37-5-37a). To defend against a hand attack, use the procedures outlined in 5-17a and strike the opponent on his right arm or leg.

(2) Foot Attack (figures 5-38-5-38b). To defend against a foot attack, use the procedures outlined in 5-17a and strike the opponent in his right leg.

5-18. Baton Come-Along:

a. Step 1 (figure 5-39). Grasp the center of the baton with your right hand and rotate it to a position that is on line with your right arm. Grasp the opponent's clothing at the front of his left shoulder.

b. Step 2 (figure 5-40). Step to the left rear with your left foot, pulling the opponent to the left breaking his balance forward and left.

c. Step 3 (figure 5-41). Insert baton between the opponent's legs just above his knees, rotate your palm down, and pull the baton to the rear locking his knees.

d. Step 4 (figure 5-42). Straighten the opponent's body pulling his shoulder to the rear. Now grasp the back of the opponent's collar or shirt and keeping his balance forward, walk him out. To perform this technique from the opponent's right side, reverse the procedures.

SECTION C—MOBILE PROCESSING FACILITY

5-19. General Information. The Mobile Processing Facility (MPF) serves two main purposes:

a. It provides on-the-scene identification and prisoner processing facilities; and

b. An emergency folding facility that relieves the apprehending officer to return to the action where he is most needed.

5-20. Mobile Processing Facility. Following apprehension, subjects are restrained by handcuffs, rapidly removed from the area of the disorder, and transported to the mobile processing unit. These units are established out of view but close to the disorder. Mobility is essential to permit relocation if the disturbance shifts to other areas.

a. Equipment and personnel composing an MPF should be kept to an absolute minimum. Equipment should consist of a step van or similar vehicle with a slide-in container to hold supplies and a portable or mobile radio. Supplies should include battery operated illumination, restraining devices, polaroid camera; hand operated ferrous and nonferrous metal detector, and administrative supplies including brown paper bags for preser-

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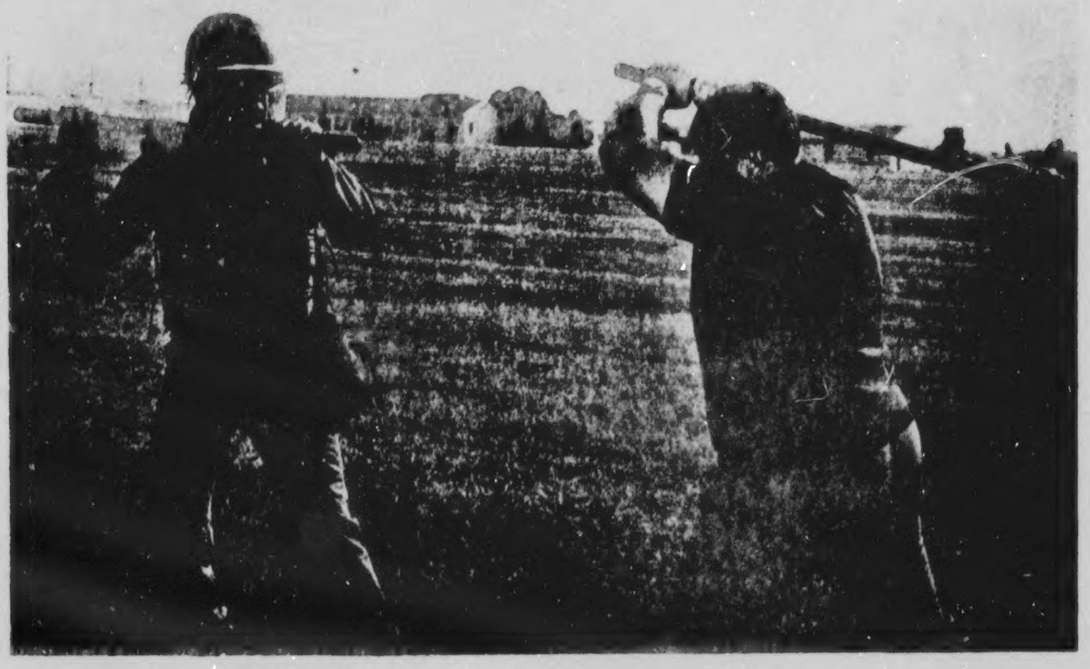

Figure 5-35a. Defense Against Overhead Attack (Mid Execution).

Figure 5-35b. Defense Against Overhead Attack (Moment of Contact).

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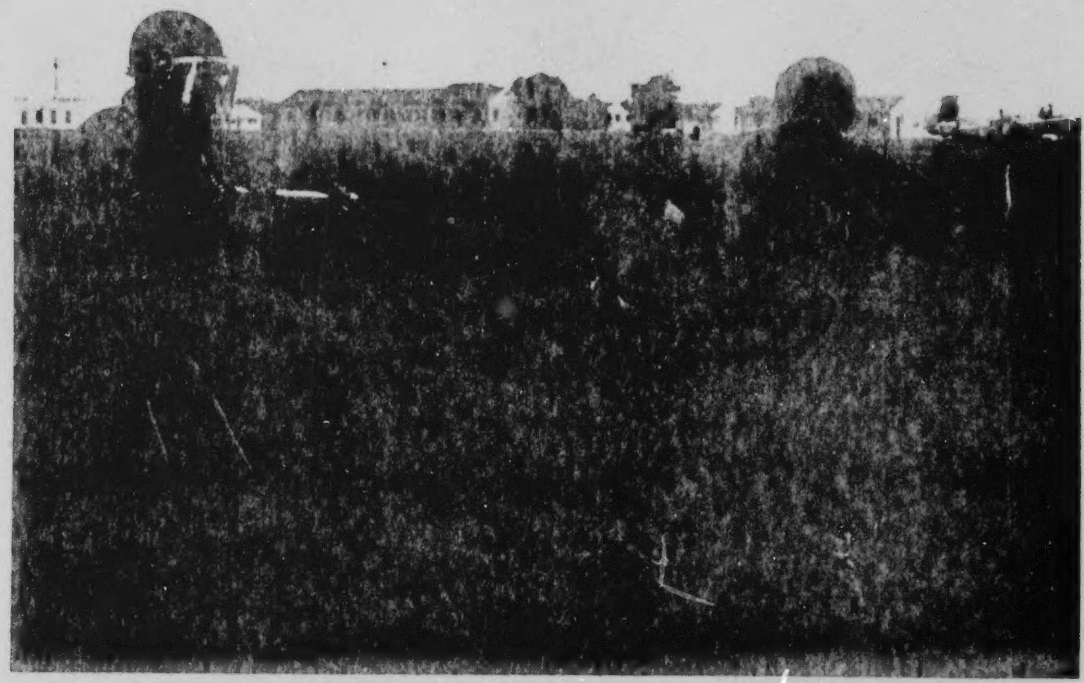

Figure 35c. Defense, Side Attack, Preparatory Position.

Figure 5-35d. Side Attack, Defense (Mid Execution).

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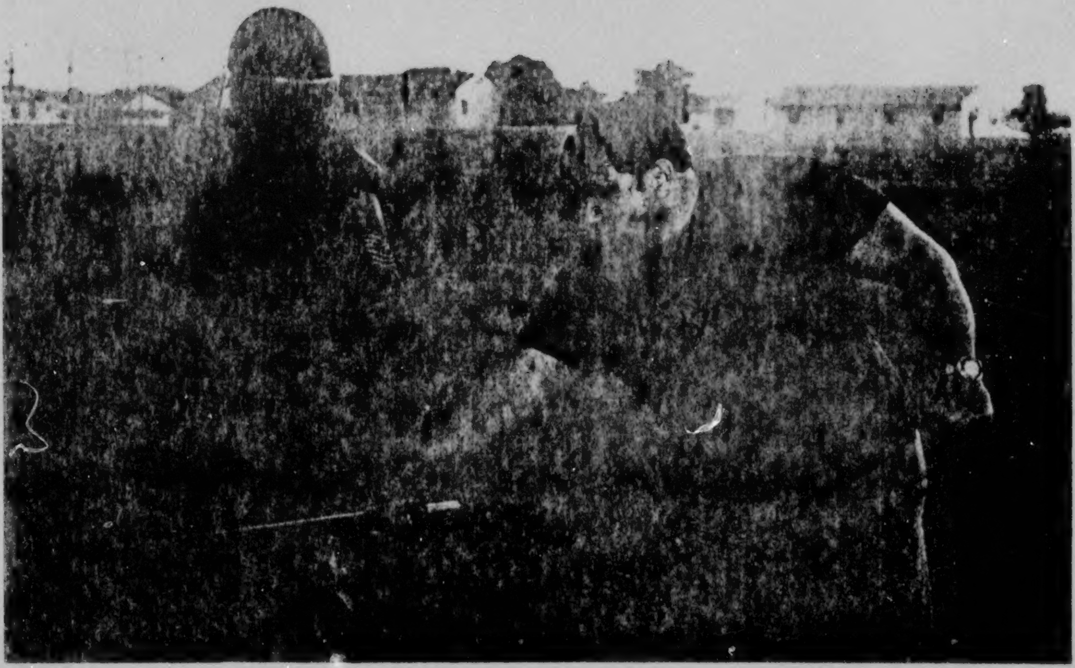

Figure 5-35e. Defense, Side Attack (Moment of Contact).

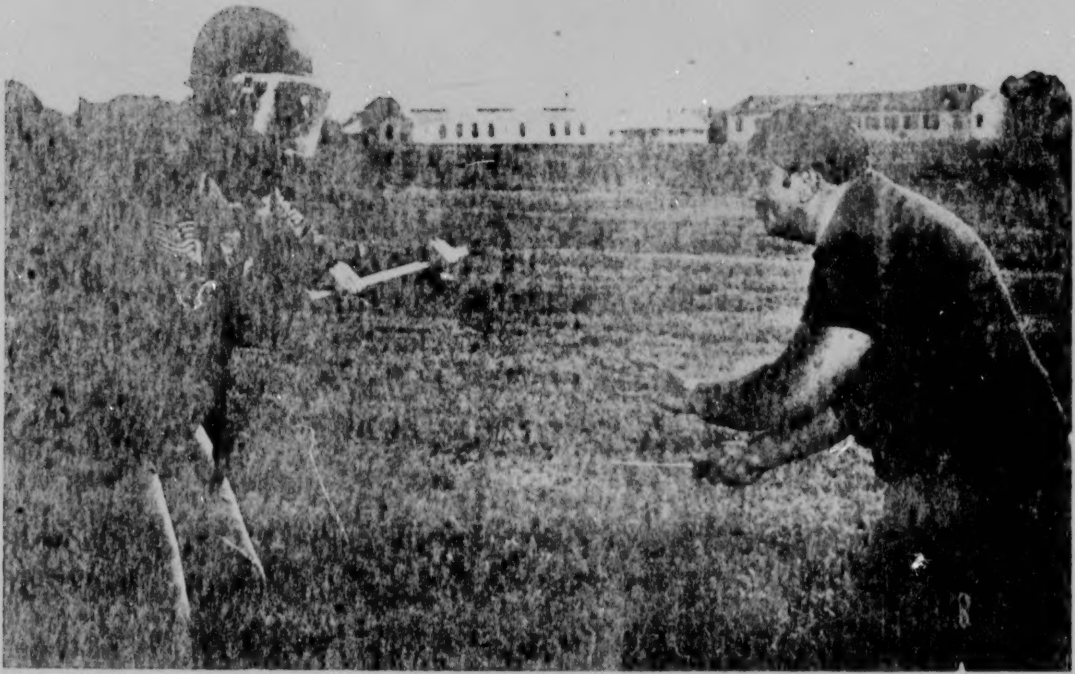

Figure 5-36. Defense Against Cutting or Stabbing Attack (Preparatory).

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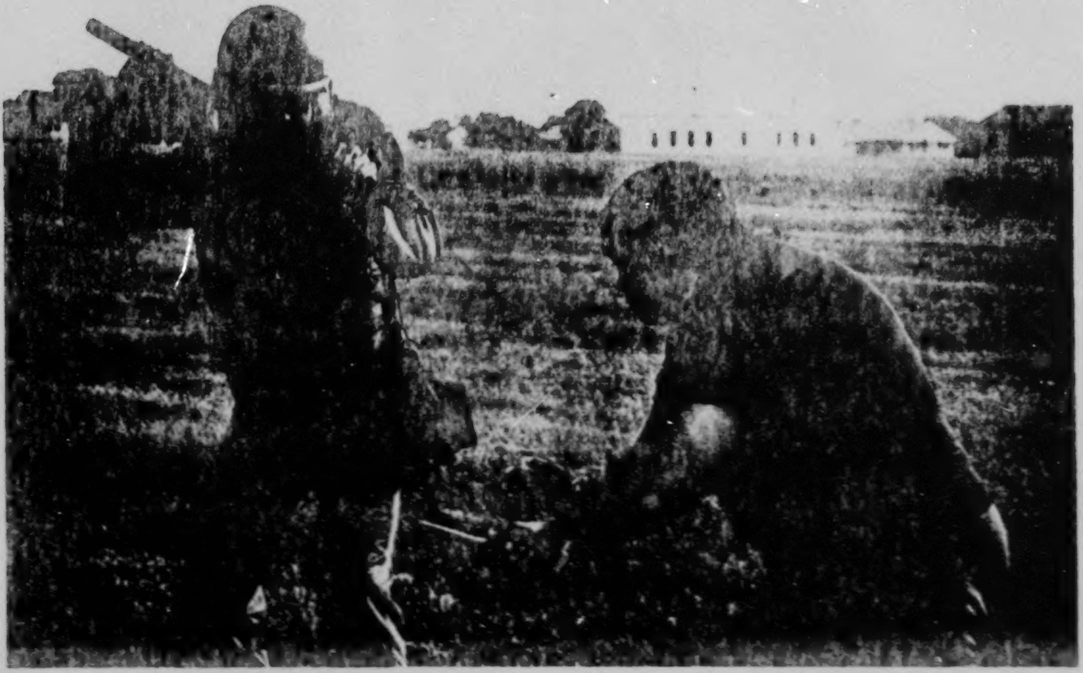

Figure 5-36a. Defense, Cutting or Stabbing Attack (Mid Execution).

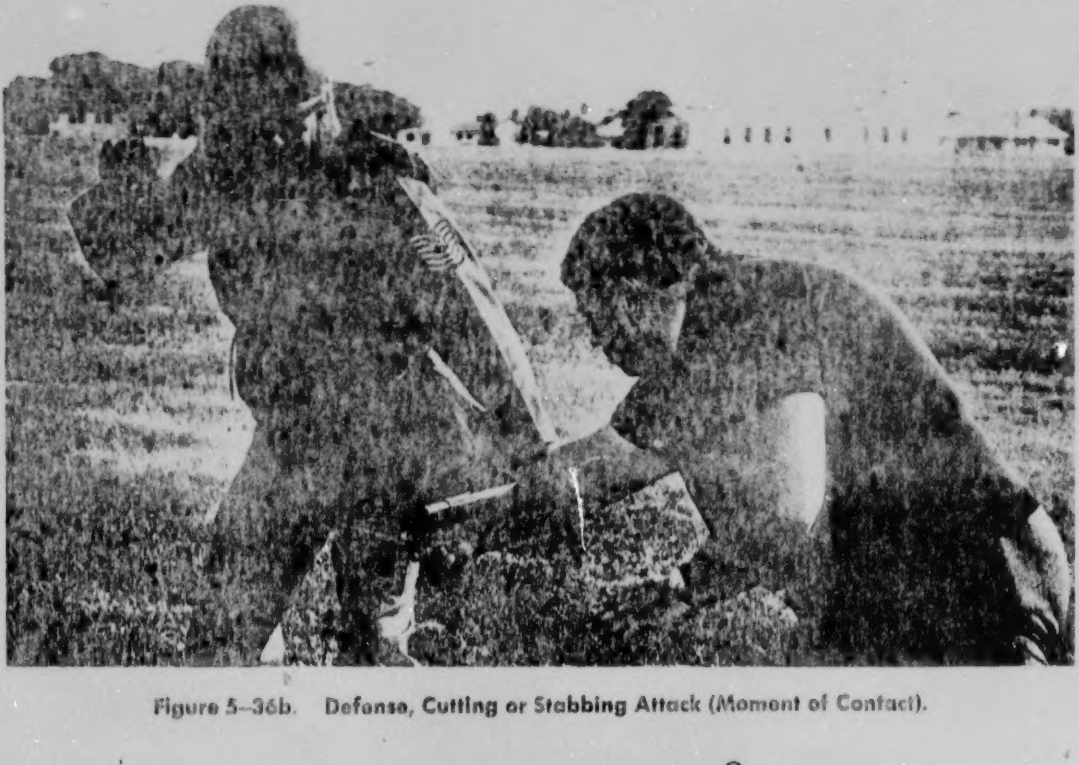

Figure 5-36b. Defense, Cutting or Stabbing Attack (Moment of Contact).

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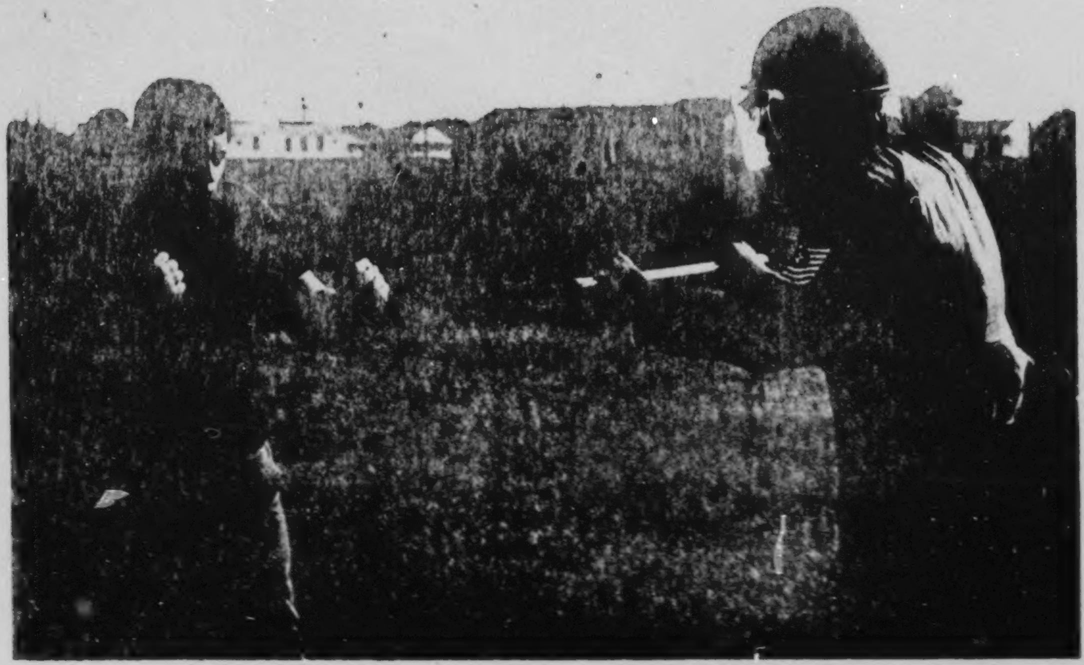

Figure 5-37. Defense Against Hand Attack (Preparatory).

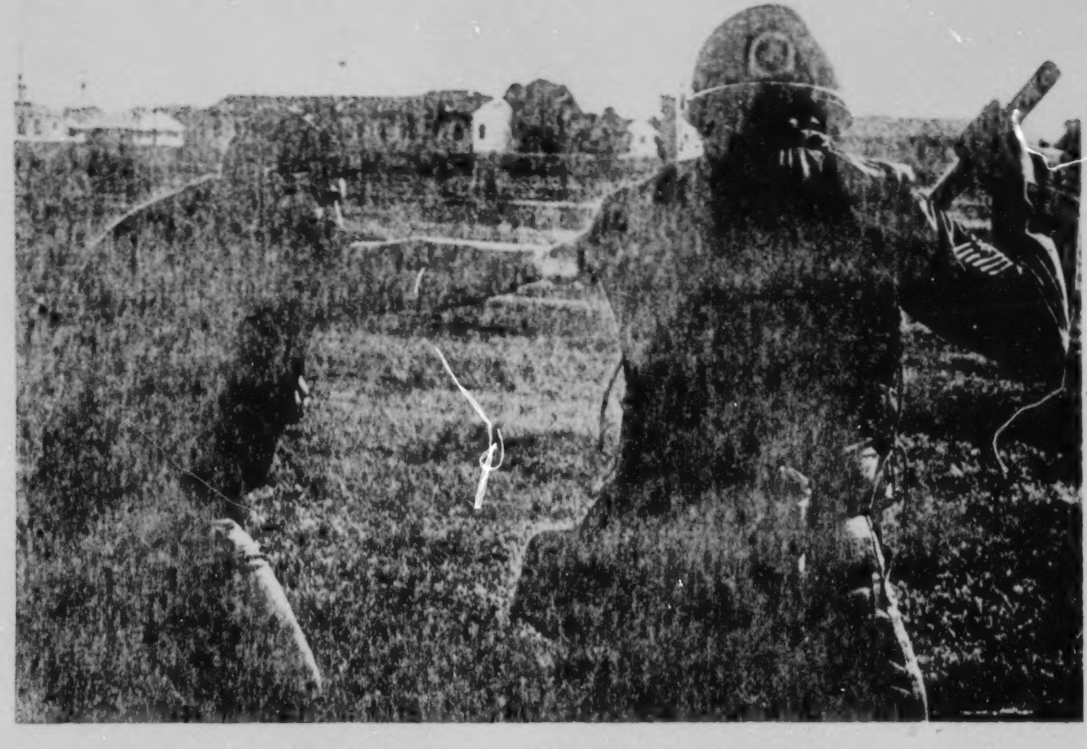

Figure 5-37a. Defense, Hand Attack (Mid Execution).

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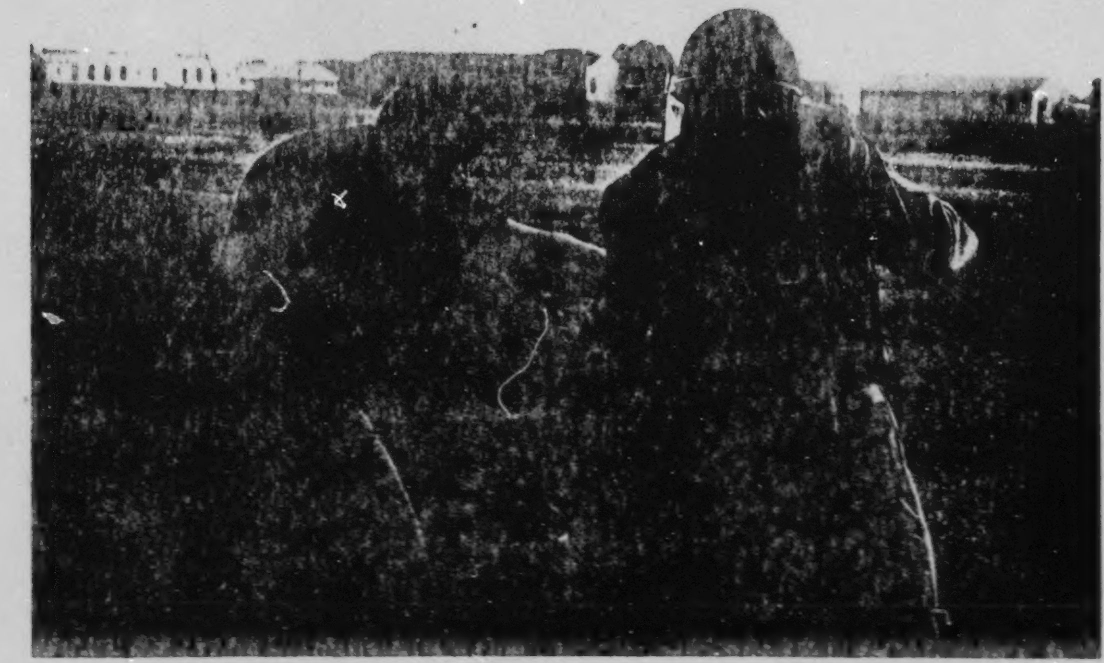

Figure 5-37b. Defense, Hand Attack, Blow to the Leg (Moment of Contact).

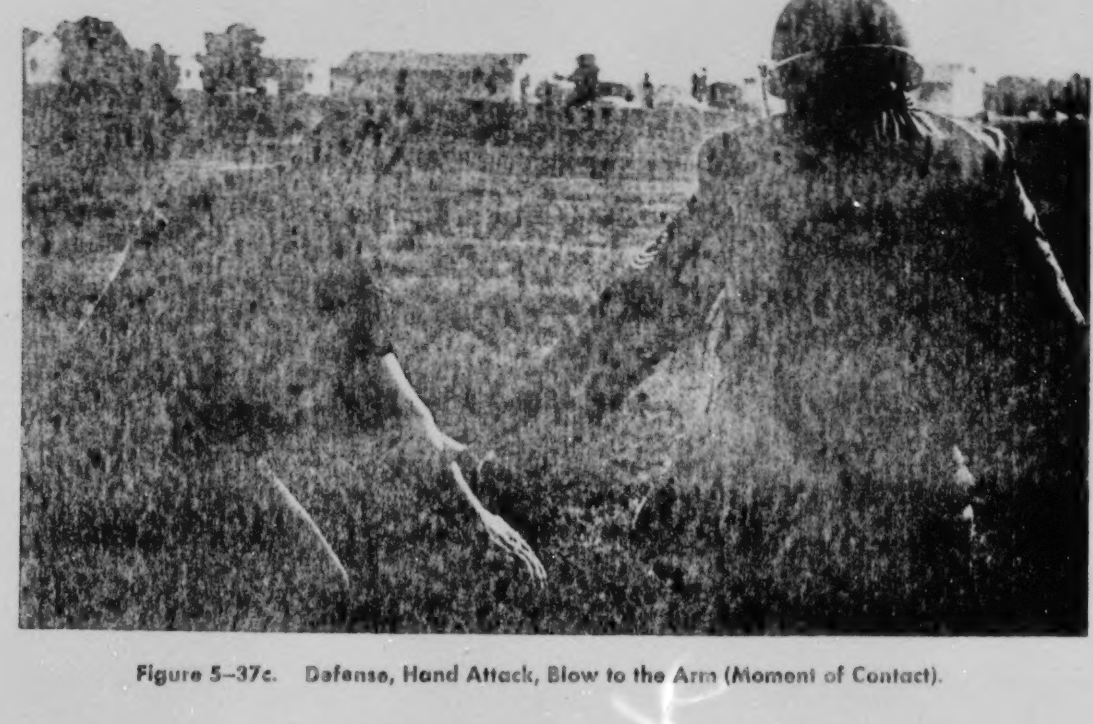

Figure 5-37c. Defense, Hand Attack, Blow to the Arm (Moment of Contact).

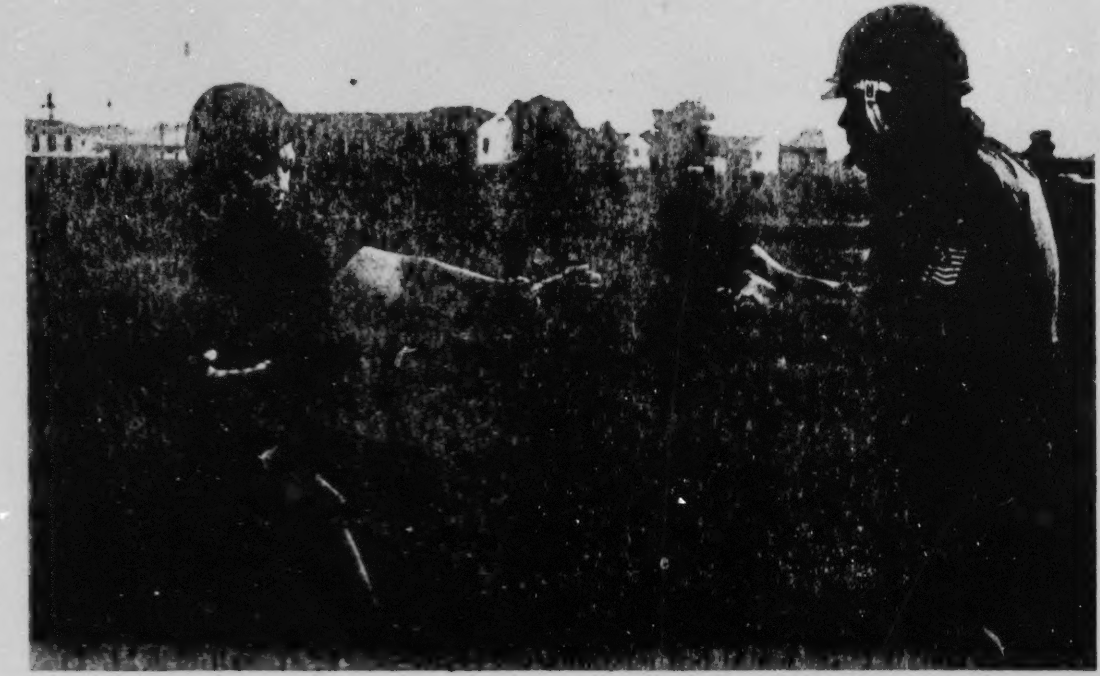

Figure 5-38. Defense, Foot Attack (Preparatory Position).

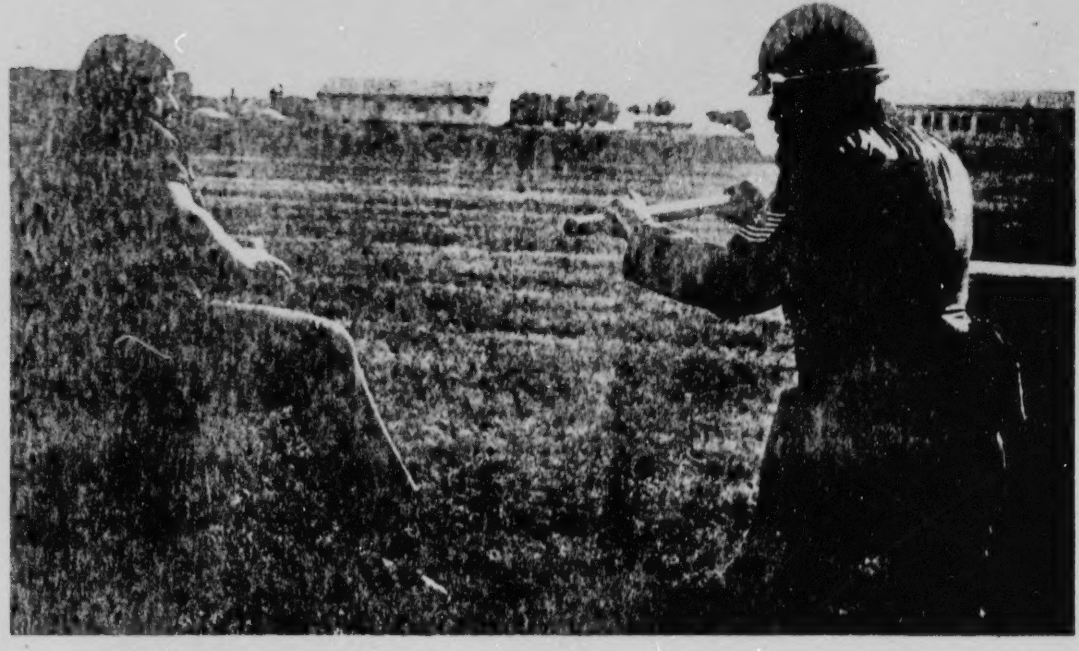

Figure 5-38a. Defense, Foot Attack (Mid Execution).

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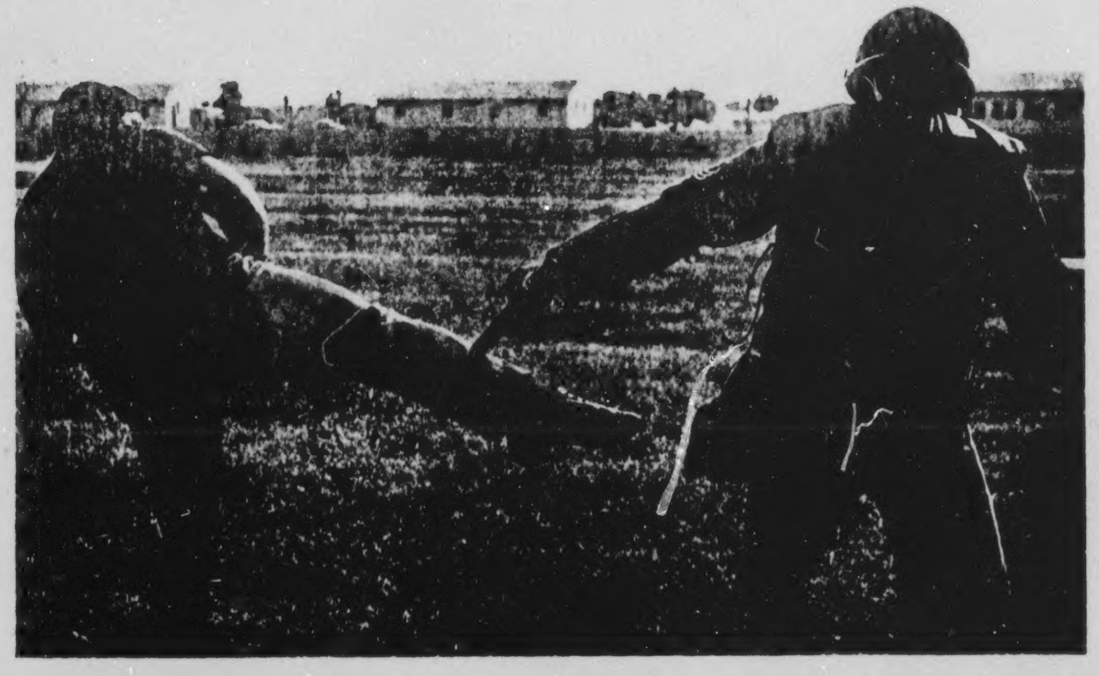

Figure 5-38b. Defense, Foot Attack (Moment of Contact).

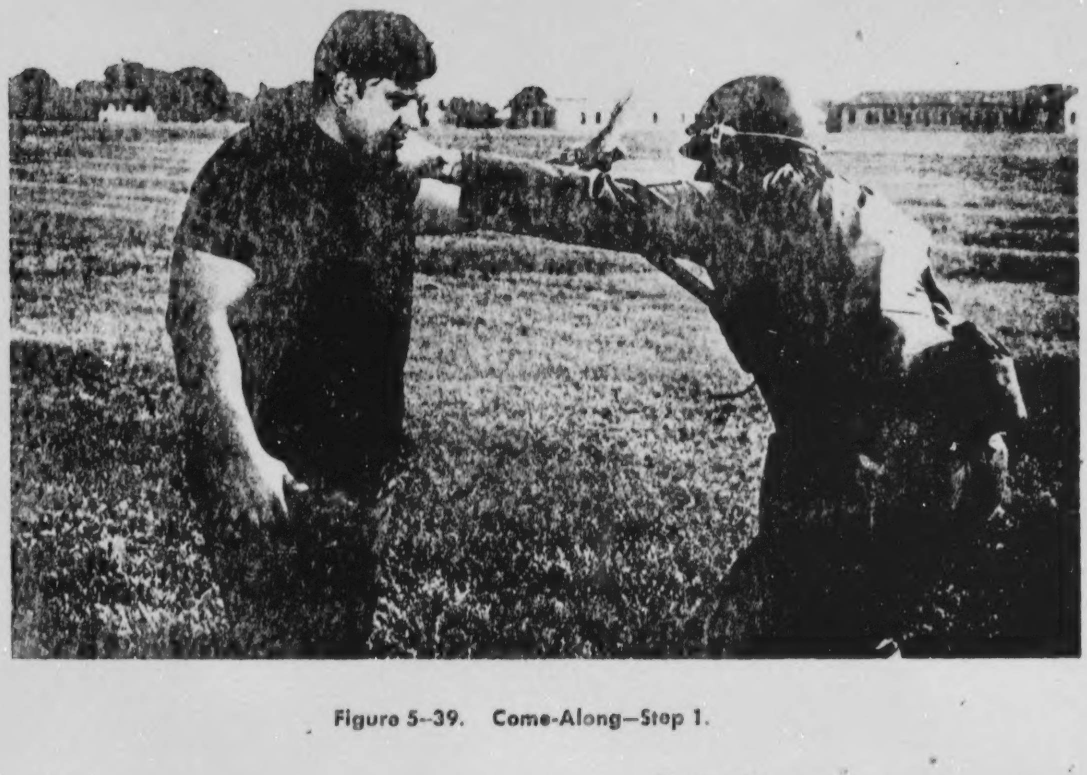

Figure 5-39. Come-Along—Step 1.

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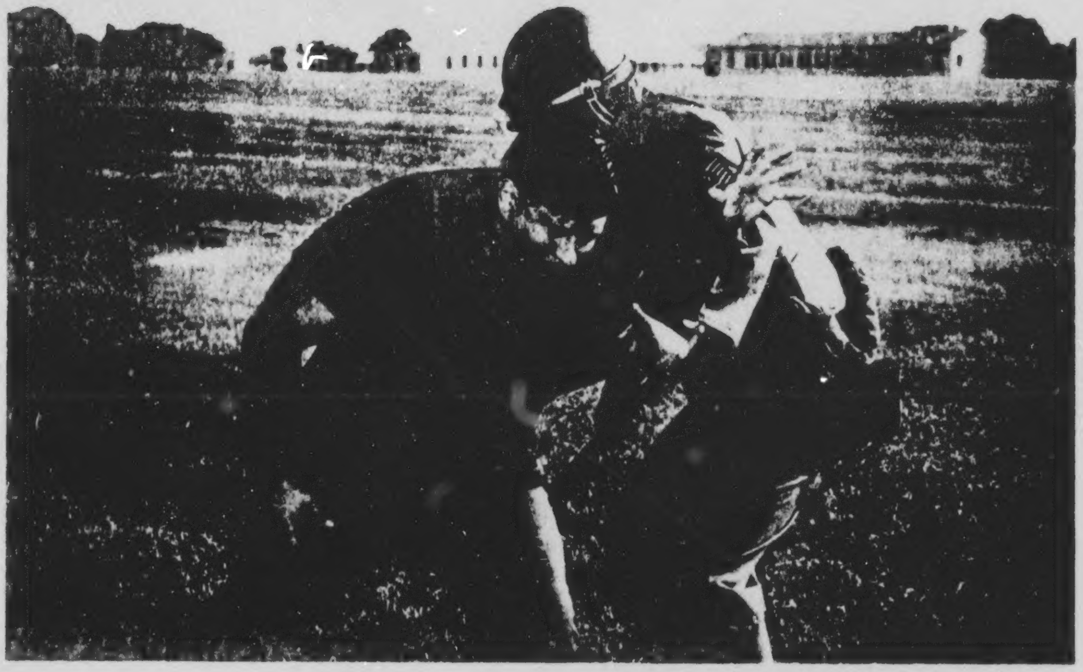

Figure 5-40. Come-Along—Step 2.

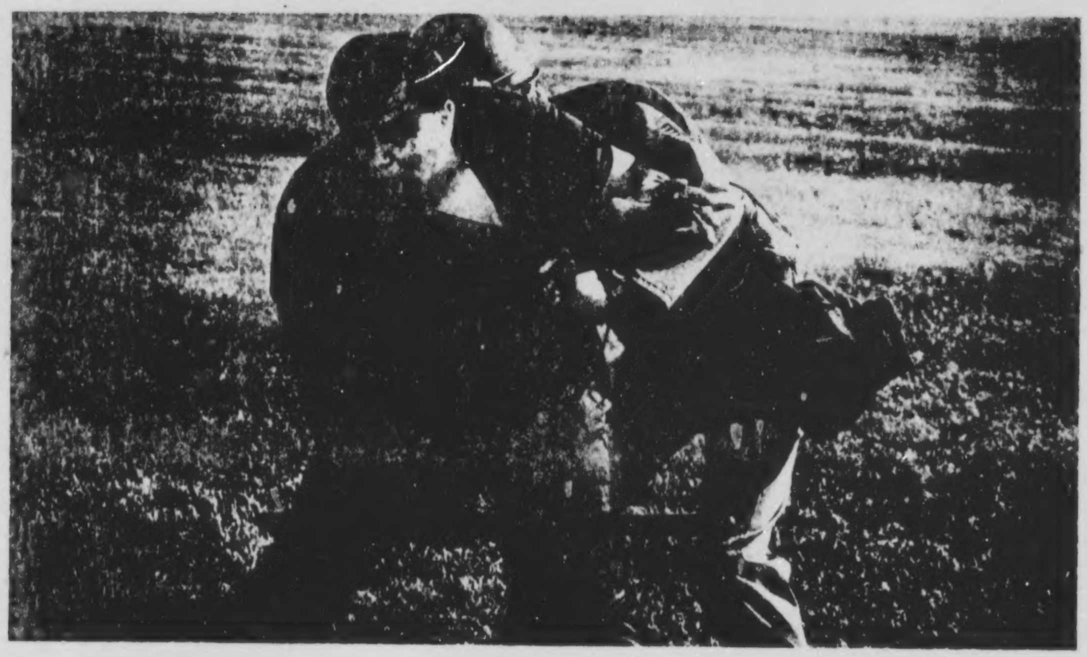

Figure 5-41. Come-Along—Step 3.

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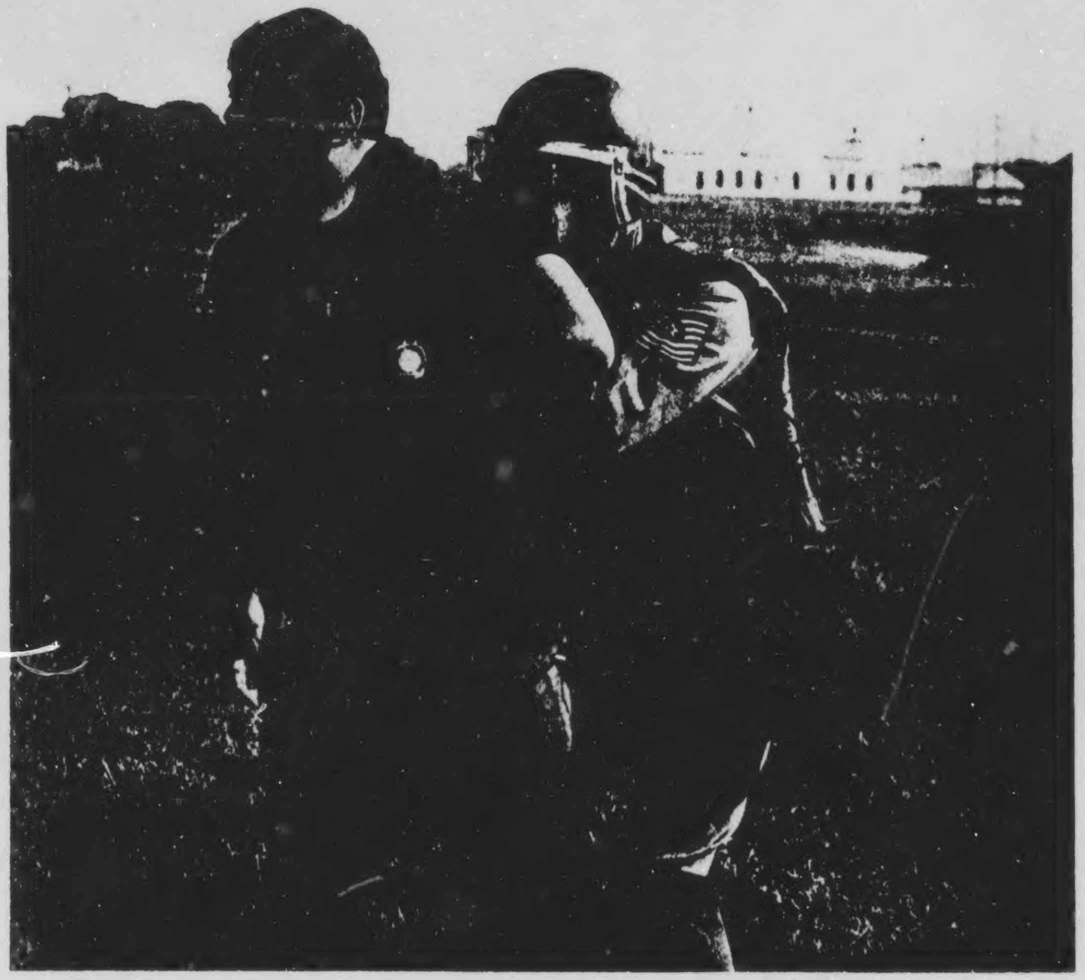

Figure 5-42. Come-Along—Step 3.

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vation of evidence. An NCOIC and a driver are required. Additionally, vehicles with drivers and security police are provided to transport prisoners from the mobile processing unit to the detention area.

b. When a subject arrives at the unit, a simple frisk will be conducted. Personal property, other than weapons, identification, or obvious contraband items, is not confiscated at this time. Processing procedures are:

(1) If weapons or contraband are found they will be placed in a paper bag and the bag will be sealed and marked. Items that are too large to be placed in bags will be properly tagged.

(2) If an identification card or other identification is found, it will be placed in the bag with the weapons/contraband. A polaroid photograph is taken of the suspect and the apprehending official together.

(3) If identification items are the sole articles confiscated they will be stapled to the photograph and Apprehension Data Card.

c. An Apprehension Data Card is completed, to the fullest extent possible, in longhand by the apprehending official. This card is then stapled to the photograph and the paper bag containing confiscated items. This information will be used for identification and the preparation of reports at a later date. The suspect, Apprehension Data Card, and confiscated items are then placed in the custody of the security police escorts for transfer to the detention facility. The apprehending official then returns to the scene of the disorder for further duty.

SECTION D—PHOTOGRAPHY

5-21. General Information. The primary purpose of photographing individuals and actions at the scene of the disturbance is to document the action for future reference. Other important products obtained from photography are refinement of training techniques; identification of disturbance leaders and agitators; and evidence for prosecution. Photographing also acts as a psychological deterrent to many potential rioters by jeopardizing their anonymity; and serves as a basis for evaluating security police unit and individual actions.

5-22. Selection of Photographers. Base photography personnel selected for photographic tasks must be prepared and willing to work among the demonstrators. Photographers should be cognizant of crowd control techniques, effects of chemical control agents, and understand the goals of these techniques to properly photograph their effectiveness. More meaningful pictures will be obtained if the photographer is well versed in current events and is able to recognize prominent leaders and organizers of disturbances.

5-23. Type of Photographs. Pictures of people and actions, both security police and dissidents, are required. Specific efforts must be made to pinpoint the individual or action with respect to time, date, location and activity. Individuals throwing objects, making obscene gestures, inciting the gathering to escalate the level of tension must be photographed. The photographer should not limit the scope of his effort to the actions of the dissidents. Every effort should be made to photograph actions of security police and other law enforcement officers also. The dissidents will probably have a photographic capability with the intent to depict officials in a compromising manner. Therefore, photographs can be used as evidence to refute or corroborate documentary evidence submitted by the opposition.

5-24. Photographic Equipment. Still photographs have proven to be of equal or greater value, and much less expensive than motion pictures. Because of the nature of the assignment, cameras that can be quickly loaded and easily used are a necessity. Additionally, the photographer must be able to take pictures while wearing a gas mask, riot helmet, and face shield. The 35MM single lens reflex (SLR) camera meets all of these requirements, and gives the advantage of through-the-lens viewing and metering. The most popular lens for crowd use and action shots is the 24MM wide angle lens.

5-25. Photographic Records. A detailed photographic record must be maintained as it is permanent in nature. The photographer may be required at a later date to testify not only to the accuracy of the photograph, but also to the condition under which the photographs were taken. Therefore, to assure accurate testimony, the photographer should never rely on his memory when preparing photographs for use as evidence. A detailed photographic record should give a complete history of the photographs such as date, time, location, number of photographs taken, and other pertinent data so that the photographer can refer to this record as his original notes.

SECTION E—COMMUNICATIONS

5-26. General Information. Disturbance control operations require adequate and versatile communications equipment for use not only at the scene of a disturbance, but also between the scene and the operations headquarters. Every available means of communications should be considered—telephone, public address system, both hand-portable and vehicular mounted radios; commercial radio and television; teletype machines; security police and civil police radio.

5-27. Radio Security. Radio Security measures should be prescribed for use during disturbance operations. Authentication of messages should be provided. Radio operators working in close proximity to the dissidents should use headsets for receiving and should use a low voice for sending. These precautions will help prevent rioters from hearing the messages. Individuals must also be trained in the use of codes and emergency procedures for clearing the radio nets.

5-28. Public Address Systems. Public address systems provide an important means of communication. They have great value for issuing proclamations and psychological pronouncements or persuasions to persons taking part in disturbances. They may be used as a means of effectively drowning out vocal demonstrations and they assist in preventing rapid or effective vocal communications between leaders and members of the riotous element. The commander may also use a public address system in directing and controlling his troops. Leaders wearing protective masks may effectively employ hand megaphones with battery operated loudspeakers for conveying instructions to the troops.

5-29. Visual Aids. In addition to the communications means already discussed, visual signals can be used to great advantage in disturbance control operations. The use of flares may be necessary to announce the beginning and ending of phases. Hand and arm signals and messengers may be used to round out the communications system.

5-30. Training Instructions. Whatever systems are employed, personnel must be trained in their usage, and operating procedures must be included in special instructions. The telephone system, for example, is normally simple. However, it could become confusing because of the varying procedures existing between different areas. Therefore, troops should receive telephone training, learn procedures used in the area of operation, and be given a list of telephone numbers for emergency use.

SECTION F—COMMAND AND CONTROL

5-31. Command Post. Most bases with an operational mission will already have a working command post (CP) and a central security control (CSC). Bases with a purely law enforcement police mission must plan for a CP operation. Even bases with an established CP may want to look at a contingency site for confrontation management operations apart from the existing facility.

5-32. Chain of Command. The most important single feature is the proposition that operational command must be firmly established and a positive chain of command delineated. A breakdown of communication at the airman and first line supervisory level has often been identified in after action reports. Conflicting orders from different superiors often result in loss of tactical unit integrity and reassignment of field units without the knowledge or consent of CP controllers.

5-33. Succession of Command. Another basic point is continuity and succession of command. The provision for the relief of CP personnel at staggered intervals and adequate time for briefing replacements are essential to good planning. The CP composition requires the presence of decision making personnel from all participating law enforcement units, both military and civilian, and support agencies.

5-34. Visual Aids. Status boards and displays must be available and current to facilitate the decision making process. Daily situation maps should be retained beyond each 24-hour period to allow cumulative comparisons. A specific checklist and CP operating instructions for confrontation management operations is essential. Pre-mounted maps, administrative supplies, and so forth, should be prepositioned to avoid costly delays resulting from last minute searches for such items.

5-35. Official Records. An official record in which time, dates, major incidents, security police actions, decisions, changes in command and other matters relating to the operation must be kept current. This document will not only assist in the continuity of command, but it will form the basis for meaningful after action reports.

5-36. Entry Procedures. Entry procedures must be established for CP. These procedures have always been practiced in dealing with mission oriented operations. However, this important consideration is often neglected with respect to law enforcement oriented operations. It is not wise to allow newsmen direct access to the CP. At the same time provision must be made for the timely dissemination of information. Another problem to be approached is the attraction of senior officers who have no immediate need to observe the action. It is important that the entry list be backed up by the highest base authority. A briefing room from the CP could be established for legitimate but nonessential visitors.

5-37. On-Scene Command Post. An on-scene command post may be established as required. Care must be exercised to insure that there is a firm command line established. All commands must pass through the on-scene commanders and all information flow through him back to the senior CP. This requires rapid and reliable communications between the on-scene commander and the CP. Land lines should be available, if possible, both for increased reliability and the security of critical exchanges of orders and information. Security from hostile activity must be insured as far as possible and still provide the on-scene commander maximum ability to observe the disturbance scene.

SECTION G—PROTECTION OF RESOURCES

5-38. General Information. The major disorder occurring on an air base creates resource protection problems unlike any other situation. Buildings and facilities that would normally have no particular security threat or priority take on a new significance. Certain buildings, utilities and services are critical to the performance of the mission and to the physical well being of base personnel. Other buildings have historically become symbolic targets of dissident activity. These buildings should be identified in planning and priorities established for their protection. Examples are base headquarters building, fire stations, BX service stations, motor pools, sanitation and water facilities, billets, service clubs, and so forth.

5-39. Protection of VIP. A special threat that has been used by dissident elements throughout the world has been the kidnapping or attempted assassination of key personnel. If such a threat exists it may be necessary to commit some security manpower to this duty.

5-40. Use of Augmentees. Wherever possible, augmentees should be used for these routine protective functions. These posts would require a minimum of training, and persons assigned to them should be instructed to avoid contact with the dissidents. Their function would be primarily to observe and to report activity in their area so that qualified security response forces could react.

5-41. Establishment of Priorities. Priorities must be established to preclude the dissipation of the security force in protection of resources. To the extent possible, consideration should be given to the consolidation of resources in a given area under physical protection and surveillance. In determining the degree of protection necessary and the priority of coverage the following should be considered:

a. The importance of the facility to the overall mission of the base. Consideration must be given here to the protection of areas from which dissidents might be able to take items that could cause further spread of damage or disorder.

b. The vulnerability of the particular facility to acts of violence.

c. The known intent and capability of the dissident elements.

SECTION H—SEARCH OF FEMALES

5-42. Air Force Policy. It has been long established Air Force policy that females will not be subjected to bodily search by male security policemen. Planners must provide for the presence of a female military member, WAF augmentee, military nurse, civilian policewoman or Air Force security policewoman to be available at the Mobile Processing Facility or Security Police headquarters to perform searches. When the apprehension is made under violent circumstances, the female may be presumed to be armed and must therefore be controlled accordingly. The apprehended female should be handcuffed with hands behind her back, palms out, and transported to the point at which the search can be performed. In all cases the guidelines contained in AFM 125-3, para 7-4, will be followed.

SECTION I—EQUIPMENT

5-43. General Information. This section contains descriptions of relatively specialized equipment for use by protective forces during operations to counter disorder. Some of the equipment described is available through normal supply channels at the time of publication of this manual. Other items are in various stages of procurement and will be available to units through supply sources in the future.

5-44. Local Purchase. Unit commanders are encouraged to local purchase items that are available through civilian suppliers if there is an immediate need for a specific item of equipment. Because of the wide assortment of riot control items that have flooded the market over the past several years inquiry should be sent through channels to HQ USAF/IGSM concerning any item that is not listed in this manual. This serves two purposes, it gives the Air Force the opportunity to procure and test new items of equipment, and it may save the unit from investing in an item of questionable value.

5-45. Items Available Through the TA 538 Routine Supply Issue:

a. Model 870, Remington Magazine Extension Kit, FSN 1005-476-7949 (fig 5-43). Permits quick attachment of the bayonet to the Model 870, Remington Shotgun. This kit also increases the capacity of the shotgun to eight shots. It is currently authorized in Section D of TA 538 with a basis of issue of 1 per shotgun.

b. Club, Policeman, 36", FSN 8465-176-4738, 1-1/4" diameter, riot baton (fig 5-44). Authorized in Section D, TA 538 with a basis of issue of 1 per 2 AFSC 81XX and 81XXX assigned civil disturbance duties.

c. Figure 5-45 ABC-M25A2 CS1 Riot Hand Grenade:

(1) Use. The ABC-M25A2 CS1 riot hand grenade is a riot control agent, special-purpose, bursting-type grenade used to control riots, mobs, and other disturbances. This

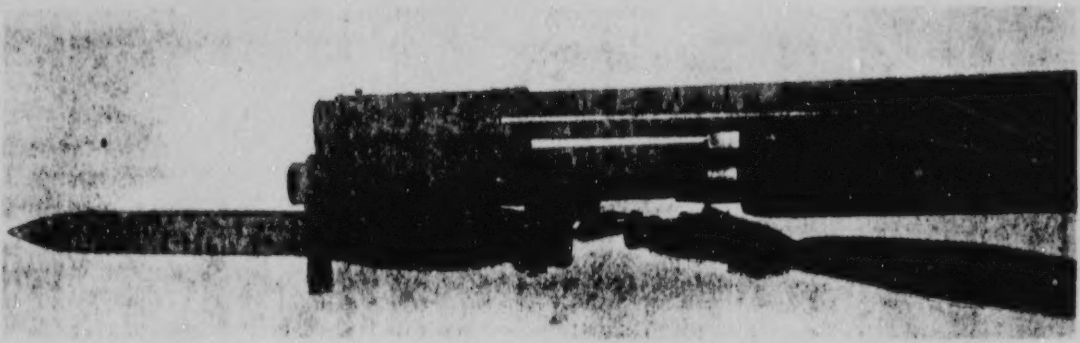

Figure 5-43. Model 87D, Remington Magazine Extension Kit and M-7 Bayonet.

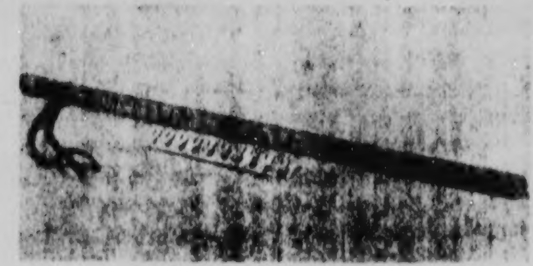

Figure 5-44. Club, Policeman, 36", FSN 8465-176-4738, 1¼" diameter, Riot Baton.

item is designed to minimize casualties from flying fragments by utilizing a frangible plastic body.

(2) Description. The ABC-M25A2 riot hand grenade is spherical in shape with a diameter slightly less than 3 inches. The body is made of two plastic hemispheres which are cemented together. The grenade is filled with a detonator-type fuze with a delay of approximately 3 seconds. The fuze assembly is contained in a slider which moves in an integrally molded burster well. A safety pin retains an arming sleeve which controls the fuze action. After the safety pin is withdrawn, release of the arming sleeve permits the spring-loaded slider to travel the length of the burster well to impact on a firing pin at the bottom of the well, exploding the detonator, shattering the grenade, and dispersing the CS1 filler. The grenade weighs approximately 8 ounces.

(3) Characteristics:

Means of projection:	Hand tossed
Weight as fired:	8 ounces
Diameter:	2.69 inches
Shape:	Spherical
Type:	Molded
Payload:	1.3 ounces of CS1 (mixture 95% micropulverized CS and 5% silica aerogel)
Delay:	Maximum delay 3 seconds
Performance:	Hand tossed—40 meters Operating temp: 25° to +115°F
Lethality:	Nonlethal; frangible plastic body
Area of Coverage:	Approx 110 Sq Meters
Effective downwind coverage:	Approx 20 meters
Radius of burst:	5 meters

(4) Safety. Grenades must not be lifted or handled by the pull ring that is attached to the safety pin of the fuze. The safety pin will be removed just before throwing and *at no other time*. During the safety pin removal, the arming sleeve is firmly held in place by applying downward pressure with the thumb of the throwing hand. The arming sleeve must be held down until the grenade is thrown. Release of the arming sleeve actuates the grenade fuze. If a grenade is dropped after the pin is pulled all personnel should be advised to seek cover. Delay provides 1.4 to 3 seconds only. Personnel using riot control grenades should wear protective

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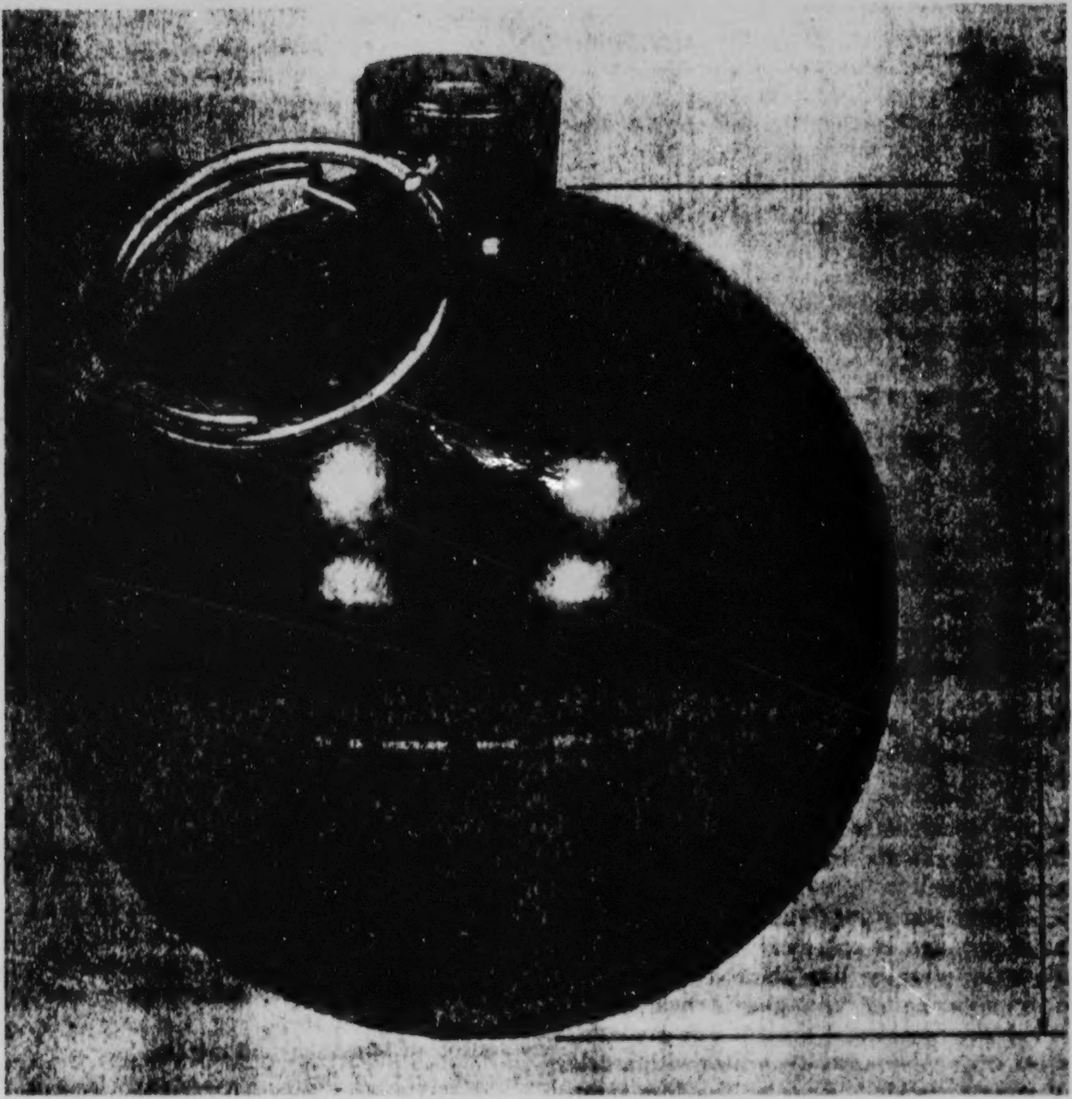


Figure 5-45. ABC-M25A2 CSI Riot Hand Grenade.

clothing and masks. The throw should be downwind from unmasked friendly troops.

(5) Training. Individuals should be trained in observing safety precautions and techniques of tossing grenades.

(6) Packaging. Grenades are packaged in individual metal cans which have key openers attached. Containers are packed 50 to a wooden box (weight 50 pounds; cubage: 1.8 cubic feet.)

d. (Figure 5-46) ABC-M7A3 CS Riot Hand Grenade FSN 1330-965-0802:

(1) Use. The ABC-M7A3 CS Riot Hand Grenade is a riot-control-agent, special-purpose, burning-type grenade used to control riots, mobs, and other disturbances.

(2) Descriptions. The ABC-M7A3 CS riot hand grenade is a cylindrical metal container approximately 2½ inches in diameter filled with approximately 9½ ounces of pyrotechnic—CS mixture and fitted with an M201A1 grenade fuze which is screwed into a fuze adapter in the top of the grenade. The M201A1 fuze has a delay time of approxi-

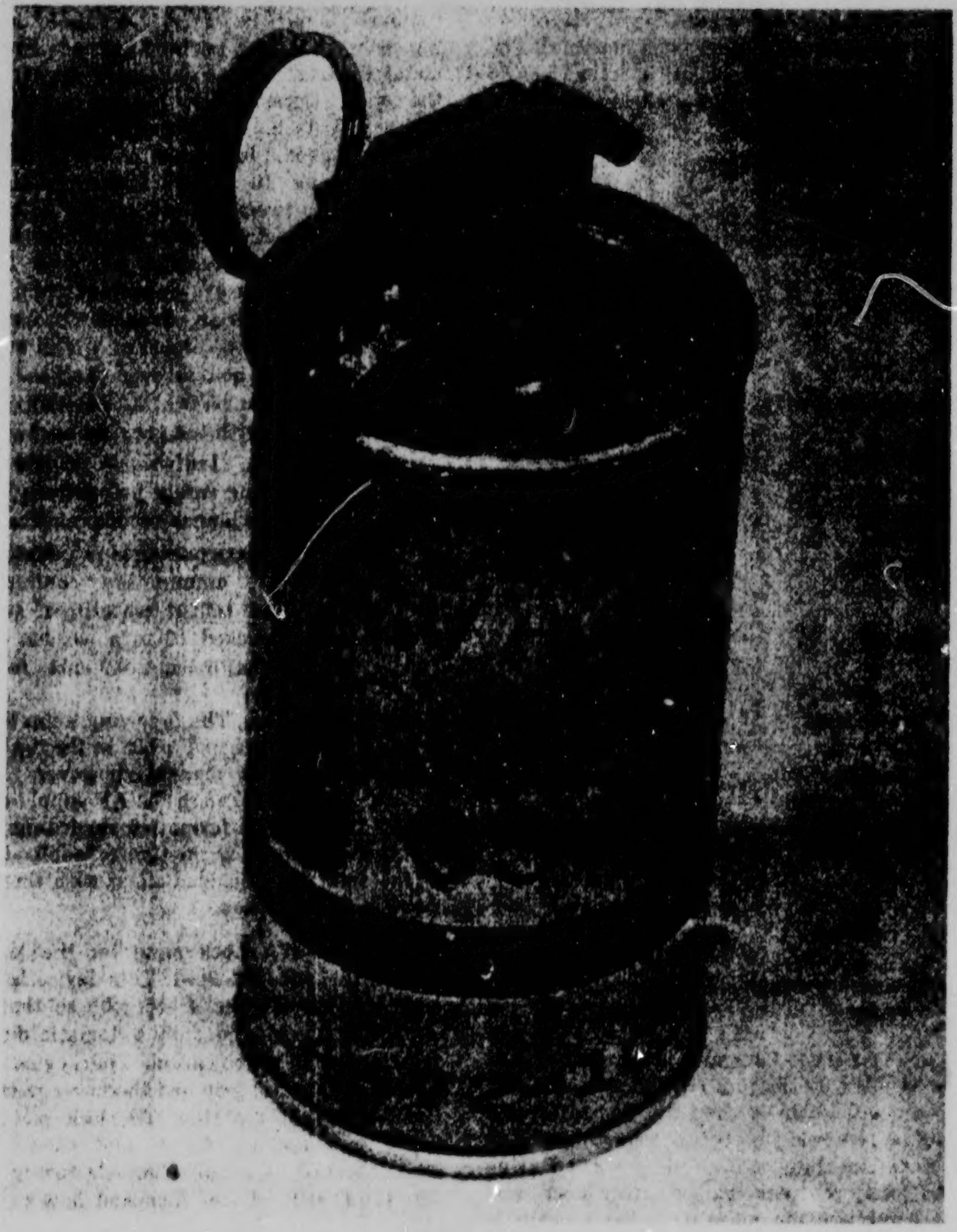


Figure 5–46. ABC–M7A3 CS Riot Hand Grenade.

mately 0.7 to 2 seconds. Three emission ports are located in the top of the grenade. The emission holes are covered with adhesive tape to protect the filling from moisture. The burning time of the grenade is from 15 to 30 seconds. The ABC–M7A3 grenade weighs approximately 1 pound.

(3) Characteristics:

Means of projection:	Hand tossed or fired from the permanent flash suppressor of the M–16 rifle by means of the M2A1 grenade projection
Weight (as fired):	15½ ounces
Length:	4.5 inches
Diameter:	2.5 inches
Shape:	Cylindrical
Type:	Sheet metal
Payload:	7.45 ounces of pyrotechnic mix and 4.1 ounces of pelletized CS agent
Delay:	Delay of 0.7 to 2 seconds
Performance:	
Hand-tossed:	35 meters
Rifle-fired:	145 meters
Operating temp:	—25° to + 115°F
Burning time:	⅓ to ½ minute
Lethality: Nonlethal	Nonlethal; care must be taken to avoid hitting personnel with grenade.
Area coverage:	1 grenade, approximately 80 sg meters
Effective downwind coverage:	Approximately 25 meters

(4) Safety. Grenades must not be lifted or handled by the pull ring that is attached to the safety pin of the fuze. The safety pin will be removed just before throwing or just before launching and no other time. During the safety pin removal, the safety lever must be firmly held in place until the grenade is thrown, tossed, or placed into position. If a grenade is dropped after the safety pin is removed, all personnel should be warned to move rapidly upwind. Delay provides 0.7 to 2 seconds. If the grenade is dropped inside a building it creates a fire hazard and must be removed. It may be removed safely by kicking or pushing the burning grenade into a metal waste container and removing it into the open. Occasionally, burning-type grenades will flash. Therefore, when they are used, they should be thrown so as to function not less than 10 meters from personnel. Burning-type grenades will set fire to combustibles. Protective masks should be worn when riot control grenades are used. Grenades should be thrown downwind from unmasked friendly forces. Grenades projected from a rifle should be aimed at a high angle (approximately 5 meters over the heads of the individuals) to reduce the possibility of personal contact with the grenade hardware.

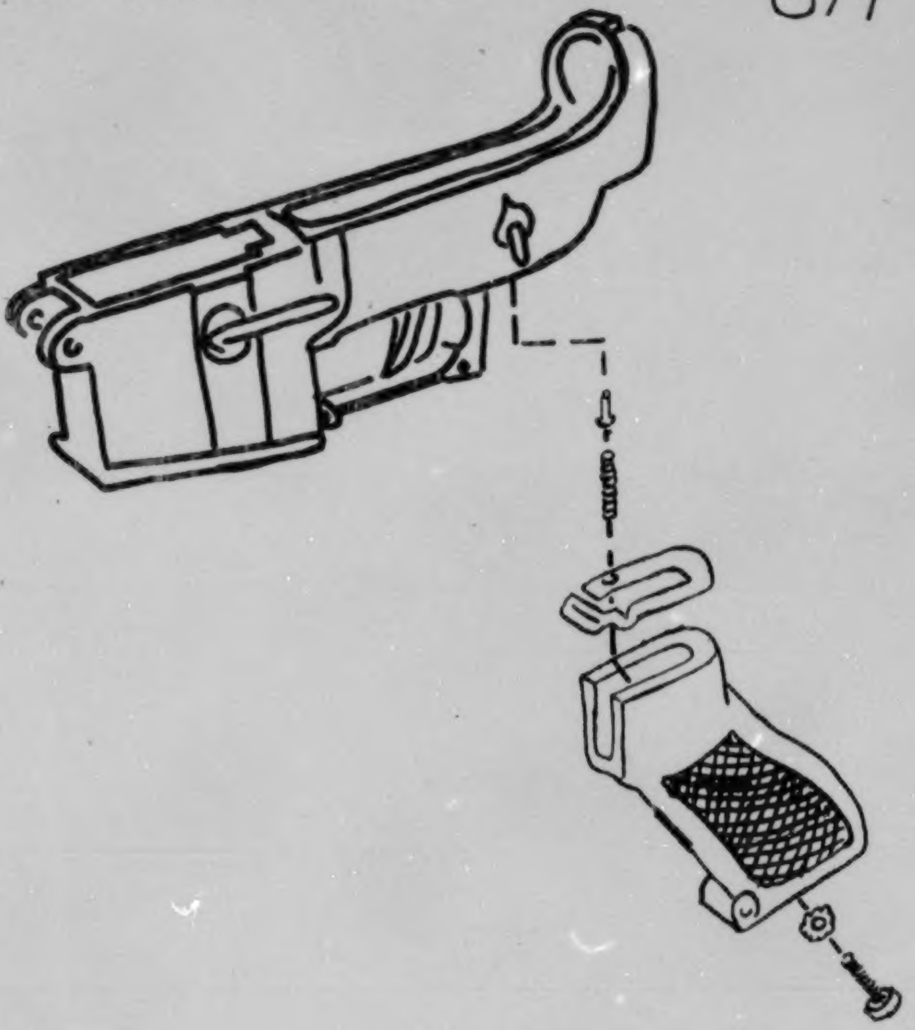
(5) Training. Individuals should be trained in observing safety precautions, and techniques for rifle launching of grenades.

(6) Grenades are packaged in individual waterproof fiber, ammunition containers sealed with a pull-tab of waterproof tape. Containers are packed 16 to a wooden box (weight: 30 pounds; cubage: 0.9 cubic feet).

5–46. Local Purchase. The following items may or may not be found in TA 538 at the time of publication of this manual; however, they are not available through the AF supply system at this time. Information regarding the status of each item at the time of publication of the manual is included along with the descriptive information.

a. (Fig 5–47). Lock plate for the M–16 rifle, FSN 1005–233–9031. This device is designed to modify the M–16 rifle so that it cannot be fired in the fully automatic mode. It is a simple modification. The device fits between the pistol grip and the lower part of the receiver of the rifle. The lock plate is being procured by AFLC and should be available through supply channels during CY 72. AFLC will advise when and how to requisition this device.

b. (Fig 5–48). Chemical projector gun FSN 1365–175–8129 and FSN 1005–083–1603GG. This unit is designed to



A. CLEAR THE RIFLE AND PLACE THE SELECTOR LEVER ON "SAFE".

B. REMOVE THE PISTOL GRIP IN ACCOREANCE WITH TM9-1005-249-12.

C. THE LOCK PLATE IS INSTALLED BETWEEN THE LOWER RECEIVER AND THE PISTOL GRIP WITH THE ARM OF THE LOCK PLATE POINTING TOWARD THE "SAFE" POSITION. NOTE: THE SELECTOR LEVER DETENT SPRING PASSES THROUGH THE HOLE IN THE RIGHT SIDE OF THE LOCK PLATE.

D. INSTALL THE PISTOL GRIP.

Figure 5-47. Lock Plate, FSN 1005-233-9031, for M16/M16 A1 Rifle.

be used by an individual as a personal defensive weapon. Such items are aerosol type containers which ideally discharge droplets of chemical irritant into the face of the subject. An expendable cartridge slips into the base of the weapon. The basic gun is listed in section D of TA 538; however, as of the publication date of this manual, it is not available through supply channels. AFLC will notify commands when it is available for requisition. Major commands and unit commanders are authorized to local purchase this item to satisfy immediate requirements.

c. XM33 3 Gallon Riot Control Agent Disperser:

(1) Use. The XM33 disperser is used to discharge powdered riot-control-agent CS into the atmosphere to control uprisings, disturbances and riots.

(2) Description. The XM33 disperser (figure 5-49) has the silhouette of a flamethrower and it consists of an agent tank, an air cylinder, a hose assembly, and a backpack carrier group. The agent tank is pressurized by reduced air pressure from the air cylinder, and the agent is disseminated through the hose assembly and out the nozzle at the end of the hose assembly. This will be a replacement item for the M3 disperser. AFIGS is taking action to acquire funds with which to procure these units. When the equipment becomes available, MAJCOMs will be advised. In the interim, major commands and units may purchase equipment of this type to meet immediate needs.

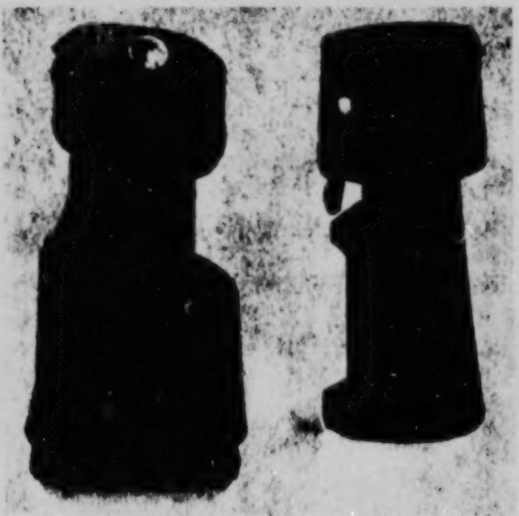


Figure 5-48. Chemical Projector Gun FSN 1365-175-8129 and FSN 1005-083-160 3GG. FSN 1005-083-160 3GG.

(3) Characteristics:

Weight:	
Filled and charged	30 pounds
Empty	22 pounds
Length:	26 inches
Width:	$17\frac{5}{16}$ inches
Depth:	$12\frac{1}{8}$ inches
Operating Pressure:	180 PSI (reduced from 2000 psi)
Duration of firing:	40 seconds
Range:	40 ft maximum (still air)

(4) Safety. A protective mask, a hood, and rubber gloves will be utilized when operating the disperser with riot-control-agent. The cloud should never be directed at friendly troops.

(5) Training. Individuals should be trained in safety measures of operation and techniques of employment.

(5) Packaging. The dispersers are packaged as a complete unit in a hinged, reusable plywood box with handles. Included in the box are two pairs of gloves and a manual. Packaging of spare air cylinders and agent containers is under study. Additional equipment that is packed in a box within the disperser container are a transfer hose; air charging host; a high pressure check gauge assembly; and a low pressure gauge assembly.

(6) Federal Stock Number. 1040-450-6559.

d. (Fig 5-50) Riot Control Helmet, FSN 8415-937-6427. This stock number includes helmet and protective visor and neck protector. The helmet will be listed in the appropriate section of TA 538. Since this is an item of common police usage, commanders are authorized to local purchase similar items to fill immediate requirements.

e. (Figure 5-51) Disposable Handcuffs (Flex Cuffs) are disposable plastic straps which may be used to restrain the movement of an apprehended individual. They are relatively low cost items which can be used one time then cut off with wire cutters. Generally they are available through police equipment supply houses. Although this is an expendable item, AFLC is taking action to obtain a federal stock number for it and list it in the TA for informational purposes.

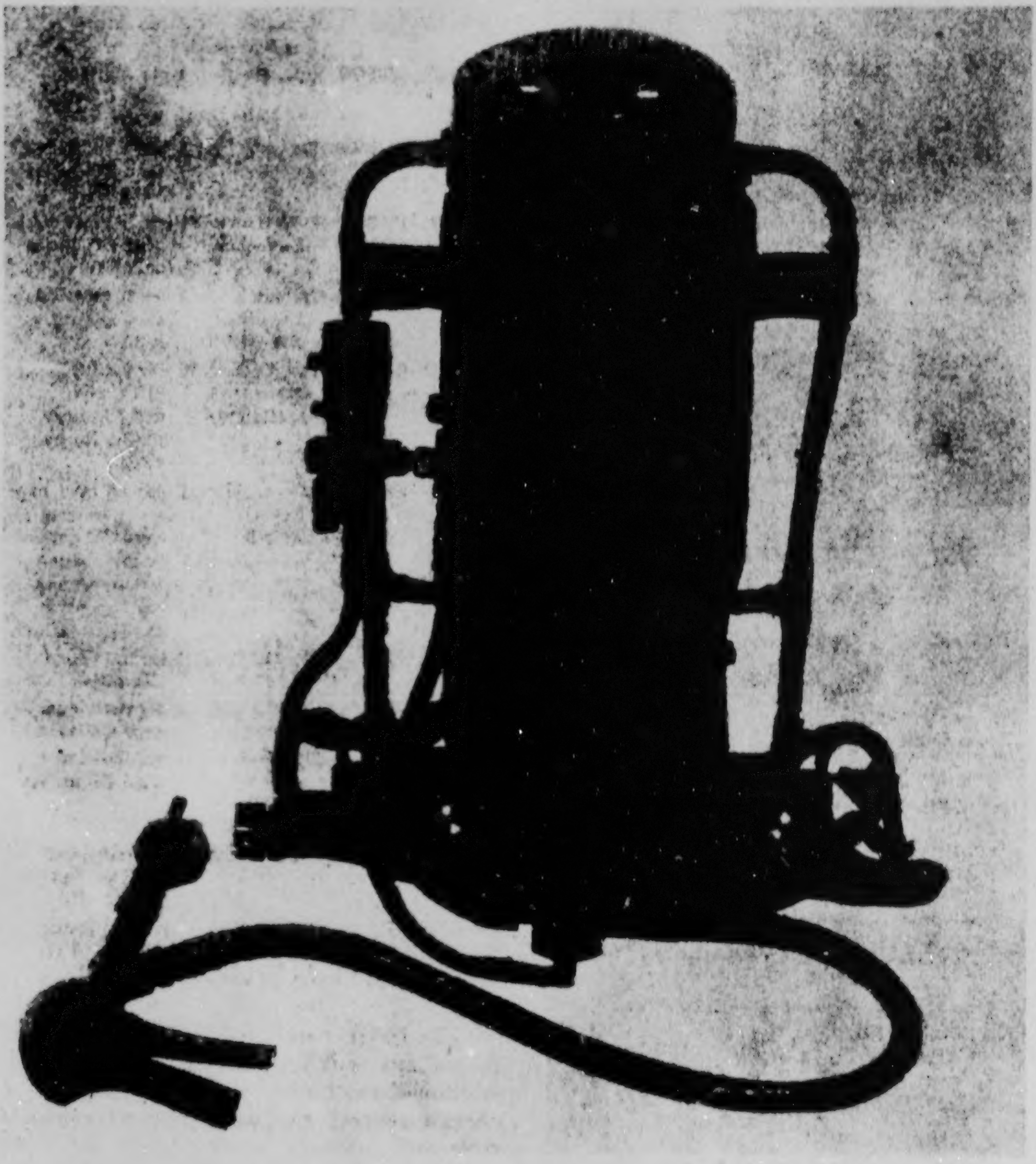


Figure 5-49. XM33 3-gallon Portable Riot-Control Agent Disperser.

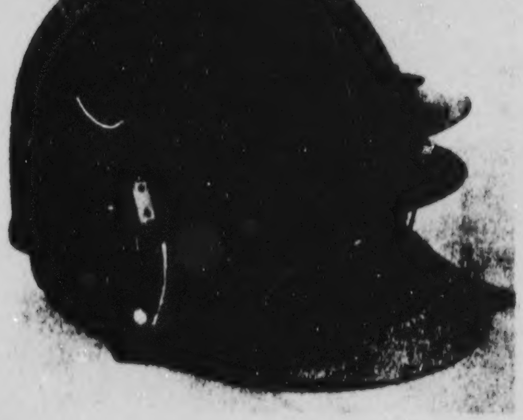


Figure 5-50. Riot Control Helmet, FSN 8415-937-6427.

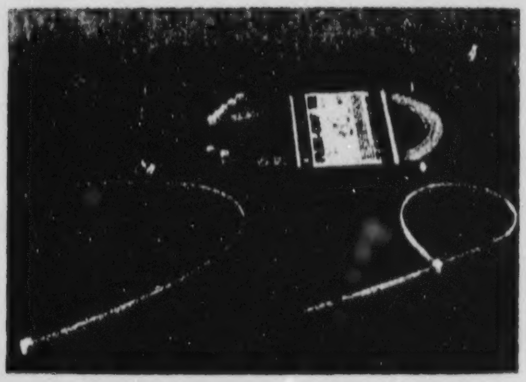


Figure 5-51. Disposable Handcuffs (Flex-Cuffs).

5-47. Quick Reference List of Civil Disturbance Equipment. Items listed in Part D, Civil Disturbance Equipment, TA 538, for Security Police use are:

FSN	NOMENCLATURE	BASIS OF ISSUE
1005-017-9701GG	Bayonet w/Scabbard	1 per M-16 rifle/ shotgun auth.
1005-476-7949	Magazine Extension	1 per Shotgun
1005-856-6885GG	Rifle, M-16	1 per individual asgd CD duties NOA
1005-973-5645GG	Shotgun	1 per 5 individuals asgd CD duties NOA
1010-691-1362GG	M-79 Grenade Launcher	1 per 25 individuals asgd CD duties or MFT
1010-912-3014GG	Grenade Launcher XM-148	1 per 25 individuals asgd CD duties NOA
1365-175-8129	Gun, Chemical Mace w/Holster	1 per 5 AFSC 81XX and 81XXX asgd civil disturbance duties
5830-688-6683	Public Address Set AN/ PIQ-5	2 per 35 man base security team asgd CD duties or MFT 6 per 200 man quick reaction team asgd CD duties
6230-299-5642	Floodlight Set	1 per base asgd CD duties
6230-681-8570	Flashlight 3 Battery	1 per individual asgd CD NOA
8465-176-4738	Club Policeman 36" (Riot Baton)	1 per individual asgd CD duties
8465-269-0676	Carrier, Club	1 per individual asgd CD duties NOA
8465-641-8551	Club, Policeman 18"	1 per individual asgd CD NOA
8470-122-1299	Armor-Body	1 per individual asgd CD NOA

NOTE: In the event that the allowances reflected are considered inadequate, or when additional equipment items are required, a change request can be submitted through command channels in accordance with the provisions of AFM 67-1, Volume IV, Part one and AFR 0-10.

Chapter 6

SPECIAL OPERATIONS

6-1. General Information. The information included in this chapter covers four special problems often encountered in conjunction with dissident activities.

SECTION A—ANTI-SNIPER OPERATIONS

6-2. General Information. Effective measures in counteracting sniper fire requires speed and precision of action. A part of the training of the specialized teams mentioned in Chapter 3 should be devoted to rehearsal of the immediate actions necessary to counteract sniper fire. The senior man must make a quick estimate of the situation based upon the following:

a. Identify as accurately as possible the location from which the shots were fired.

b. Establish area traffic controls, warn bystanders and clear the area.

c. Form the team to suppress the sniper fire and capture the sniper.

d. Block the escape routes which the sniper might use. Consideration should be given to placing personnel on rooftops and in windows of adjacent buildings for better observation and fields of fire.

e. Plan and execute the apprehension of the sniper.

f. Sniper fire does not justify random or indiscriminate return fire. It is a specific responsibility of command. Only designated marksmen should be authorized to fire on the sniper and then only when absolutely required to do so.

6-3. Entry and Search. Entry into a building to apprehend a sniper should occur concurrently with loudspeaker warnings and instructions to the sniper inside. After entry is made, weapon fire should be used only against known targets, and all rules of use of deadly force apply.

a. Entry:

(1) Preparation for the entry of the searching element into the building should include:

a. A briefing on the area or building through the use of maps, drawings and knowledgeable occupants or workers.

b. Equipment and communications checks.

(2) The following are recommended methods of entry into the building to be searched:

a. Entry at the top. Whenever possible, buildings are entered and searched from the top down. A suspect who is forced to the top may be cornered and become physically violent, causing harm to the searcher or forcing the search party to harm him. One who is forced down to the ground level may attempt to escape from the building making himself vulnerable to capture by the security element. Various means may be used to gain entry such as ladders, drainpipes, toggle ropes, grappling hooks, roofs of adjoining buildings or civil engineering utility vehicles designed for working with heights.

b. Entry on middle floor. In many cases, it may be impossible to enter a building at the top. In these instances, entry should be made at the highest possible point using the techniques described. The floor on which entry is made should be thoroughly searched and secured first. The action element then moves to the top floor and searches from the top down.

c. Entry at the bottom. When entry must be made at ground level, all precautions must be taken to insure protection of the search element up to the point of actual building entry.

b. Search of the building:

(1) When searching individual rooms, a two-man team is normally used. Depending on the likelihood of the sniper's presence in the room, one man may throw in a riot control grenade, wait for it to explode, then enter quickly placing his back against the nearest wall. The second man follows and searches the room in detail. The searching team keeps the team leader informed of its progress in clearing assigned portions of a building.

(2) In an occupied building when the sniper's location is unknown, all rooms must be searched. In the case of quarters, the searching element should attempt to have the occupant submit voluntarily to the search. At the same time, the occupant should be questioned in an attempt to pinpoint the sniper's location. If occupant will not submit voluntarily and there is probable cause to believe that the suspect is located in the room, a search should be conducted as described.

(3) In a building where the subject's location is known, the searching element should proceed directly to the immediate vicinity of the subject's location. The rooms near the subject's location should be carefully screened in case he has moved.

(4) When the sniper is pinpointed, employ riot control agents in an attempt to force the subjects into the open where they can be taken into custody with less risk. Before employing riot control agents directly into the sniper's location, the areas and rooms adjacent to the subject's location should be thoroughly saturated.

SECTION B—ANTI-ARSON MEASURES AND PROTECTION OF FIRE FIGHTERS

6–4. General Information. Fire, either arson or accidental, is often a part of serious disorder. The arsonist is a special problem. Not only will he destroy property, but he may also trap innocent victims in the fire. The deadly combination of arsonist and sniper is not unknown when violence spreads.

a. Arson, generally defined as setting fire to a building or property, is almost in every case a felony. As with all felonies the principle of using only that amount of force necessary to prevent the commission of the offense, or if already committed, only that amount of force necessary to apprehend the offender, is applicable for the control forces.

b. Prevention of arson is the responsibility of all personnel involved in the control force. The following measures will materially assist the control force in preventing arson, apprehending the arsonist, and limiting the damage resulting from both acts of arson and accidental fires.

(1) Increased surveillance through saturation patrolling and stationary guard post. This is an especially good use for augmentees.

(2) Barricades and roadblocks limiting access to and egress from the affected area provide an opportunity for search of suspicious persons and vehicles entering the area.

(3) Post operations planning may include instruction and formation of special teams consisting of fire experts, AFOSI, security police and engineers to investigate fires of a suspicious origin

c. If a fire does begin in an area under disorder, it presents all of the normal problems incident to a fire. It can be expected to draw spectators, some of whom may attempt to hinder the fire fighters in their fire fighting measures. Security police will have to provide forces to control traffic in the vicinity of the fire. A mix of regular security police and augmentees may be used. Their activities would include:

(1) Sealing off the area preventing entry by sightseers.

(2) Preventing the gathering of crowds.

(3) Evacuating the area as deemed necessary.

(4) Protecting firemen from sniping or hand thrown projectiles, and so forth.

(5) Observing the area. If sniping occurs, proceed as in part 1.

SECTION C—ANTI-LOOTING PROCEDURES

6–5. General Information. From previous civil disturbances, the problem of widespread looting has emerged as an area calling for energetic, preventive action. Looting has not been, historically, a problem in on-base disorders. However, it is known to be extremely infectious and, once begun as an isolated incident at the BX, service station, or other base facility, it can spread quickly, taking place sporadically throughout the area. Looting is not restricted to any particular sex or age group. Extreme caution must be used and the principle of minimum necessary force must be observed.

6-6. Control of Looting:

a. The amount of force needed and the techniques used to control looting will vary considerably within the area of operation. A general rule, however, should be the curtailment of looting as quickly as possible to prevent its spreading to those who would not normally loot unless caught up in the contagion of other successful acts. The following control measures will materially assist in this objective.

(1) Isolation and control of the affected area by use of barricades and roadblocks to prevent looters from increasing in numbers.

(2) Quick apprehension and removal of violators.

(3) Establishment of saturation patrolling and stationary guard posts within the affected area to prevent looting.

b. The techniques applied and the amount of force used will depend on the situation and the instructions issued to the commander. As a general rule, looters should not be fired upon merely to prevent their escape.

c. Looting can be expected to increase during hours of darkness. Therefore, precautions should be taken to lessen the vulnerability of potential looting targets. Night illumination should be used when and wherever feasible to discourage overt actions. In addition, peak periods of looting activity should be carefully charted and increased efforts employed during these times.

SECTION D—THE BOMBING THREAT/INCIDENT

6-7. General Information. One of the most insidious threats that has emerged in the United States in conjunction with dissident activity has been the use of the bomb threat and actual explosive or incendiary devices to harass "the establishment". While the actual loss of life in these acts has been surprisingly low, the property damage and the loss of labor time measured in dollars and cents would be staggering.

6-8. Finding an Explosive/Incendiary Device. During disorders or disturbances, explosive devices may be encountered. Control forces should be trained to recognize fire bombs, pipe bombs and other devices. They should also be trained and rehearsed in the immediate action necessary when discovering an explosive device. The actual neutralization of the bomb should be accomplished by the Explosive Ordnance Disposal (EOD) element. AFOSI should be notified whenever an incendiary or explosive device is found.

a. Immediate Action. The individual airman or control force unit or team that discovers an explosive device should:

(1) Take cover. All personnel should immediately leave the area and seek cover wherever possible.

(2) Warn. Notify all personnel to clear the area.

(3) Report. Inform the appropriate personnel of the situation so that assistance can be sent to the scene. DO NOT, AT ANY TIME, HANDLE THE DEVICE.

b. Security of the area. After the individual airman or control force unit or team has taken immediate action, steps should be taken to secure the area. If the control force unit or team is capable, they may be utilized to secure the area. The senior member of the force responsible for securing the area should accomplish the following:

(1) Isolate. Establish roadblocks or checkpoints as necessary to keep unauthorized personnel out of the area.

(2) Evacuate. Insure that all personnel are out of the danger area.

(3) Alert. Notify fire and medical personnel and direct them to a staging area for quick deployment if required.

(4) Control Utilities. Close down all gas, electric and water service to the affected area.

c. Employing the Explosive Ordnance Disposal (EOD) element. The actual neutralization of the explosive device should be accomplished by the EOD element. After the area has been secured, the EOD element should be escorted to the location of the device.

6–9. Handling Bomb Threats. Bomb threats may increase during disorders or disturbances or during other times of tension and crisis. Historically, warning calls or notices have not been given when an explosive device has been actually planted. To some degree, therefore, telephone or written warnings have been considered as being initiated by cranks, deranged individuals or disgruntled "soreheads." In recent bombings, however, organizations or individuals have given prewarnings to avoid loss of life, cause business or activity interruption by forcing evacuation, and gain maximum effect by following up with fake calls and warnings to other facilities. If a fake call is successful in causing evacuation, then more threat calls will follow. Doubt, however, as to safety must always be resolved in favor of evacuation. Most bomb threats are received by telephone operators in industry and educational facilities. It might also be expected that on-base bomb threats will be received at straighttalk centers, security police operations, command posts and similar facilities during disorders or disturbances. If possible, each facility should be provided with a telephone tracing capability. Upon receipt of any bomb threat coordinate the matter with AFOSI and when appropriate request an investigation.

a. Immediate Action. Telephone switchboard operators and others likely to receive bomb threats should be trained to:

(1) Activate the telephone tracer system.

(2) Ascertain and record through appropriate conversation with the caller:

a. Bomb location.

b. Time of detonation.

c. Type of device.

d. Sex, approximate age and attitude of the caller.

e. Distinguishing sounds or background noises emanating from the caller's location.

f. Reason for the bomb placement.

(3) Inform the appropriate personnel of the threat.

b. Securing the Area. Upon receipt of the bomb threat, the responsible commander should:

(1) Notify the necessary control force elements, fire and medical service personnel and EOD elements and direct them to report to a staging area near the threatened facility.

(2) Isolate. Establish roadblocks or checkpoints to keep unauthorized personnel out of the area. Isolation should take place at a sufficient distance from the area to preclude danger from an explosion.

(3) Evacuate. If the decision is made to evacuate, it should be accomplished in an orderly fashion utilizing a bomb evacuation plan, a fire plan or appropriate announcements and directions to building occupants. Care must be taken not to create panic. Before evacuating the building, employees or residents should search their immediate locations for any unusual or out of place objects or packages.

(4) Organize search elements. Selected employees or residents of the building and control force personnel should be organized into the search group. They should be equipped with communications. Initially, searches should be made of public access areas such as utility areas, hallways, administrative areas, dining areas, outside of buildings, shipping or loading area, vehicles parked near the facility, supply rooms, under stairwells, and accessible closets and storage areas. Suspicious objects or packages found during the search should be reported. They

should not be handled. Even when a bomb is located, the search should continue because there may be more than one.

(5) Employing the Explosive Ordnance Disposal (EOD) Unit. Whenever the bomb itself or a suspicious object or package is found, the EOD unit should be notified and employed to neutralize the bomb or suspect package.

6-10. Bomb Threat Planning. The bomb threat plan will normally be a part of OPLAN 125-XX, the Resource Protection Plan. Under unusual circumstances the MAJCOM may permit units to provide for bomb threats as an annex to other appropriate planning documents. Once an explosive device is found, subsequent actions will be in accordance with the base Disaster Preparedness Operations Plan.

misnumbered
all available
material included

Chapter 7

CHARACTERISTICS AND EMPLOYMENT OF RIOT CONTROL AGENTS AND SMOKE

7-1. General Information:

a. Riot control agents are chemicals widely used by governments for domestic law enforcement purposes. They produce transient effects on man that disappear within minutes of removal from exposure.

b. The use of riot control agents and smoke is influenced by the physical and chemical properties of the agents, intended uses, and the method of dissemination.

c. From the group of smoke-producing agents, HC (white smoke) is frequently used. Smoke is of particular value in concealing movements of troops in the open and its physiological effects in field concentrations are negligible. Troops moving behind or through a smoke screen can approach near enough to a building or barricade to permit attack with riot control agent hand grenades. Care must be exercised that smoke does not benefit rioters by screening their movements from troops. Smoke may also be used for signalling purposes and to determine the approximate velocity and direction of the wind.

d. For riot control agents or smoke munitions employed in control operations and a description of their chemical properties, see figure 7-1.

7-2. Application of Riot Control Agents and Smoke:

a. Area. The size of the area to be controlled or the areas occupied by rioters determines the length of a line along which riot control agents are released. This line is usually at right angles to the direction of the wind and long enough to insure the creation of a cloud which, when it reaches the target area, will include considerably more than the area actually occupied by the mob. As a rule of thumb, the length of line is roughly equal to the average width of the target plus one-fifth the distance from the line to the target.

b. Quantity. Riot control agents must be used in sufficient quantities to produce an immediate and decisive effect. Sufficient ammunition must be available to produce concentration until the mob has been dispersed. When a larger quantity of the riot control agent is required than can readily be obtained by the use of standard type riot control agent grenades, riot control agent dispersers may be employed. If the supply of the agent is limited, a heavy concentration of the agent should be placed on the critical point. A guide for requirements for burning type munitions is shown in fig. 7-1.

(1) Meteorological considerations.

(2) Munitions characteristics.

(3) Target nature.

c. Meteorological Conditions. The localized weather elements of wind, temperature, temperature gradient, and humidity are the result of continually changing major meteorological conditions. It is extremely difficult to forecast these conditions with any degree of accuracy. It is therefore incumbent upon the field or on-scene commander to assess the conditions in the field and employ the chemical agents accordingly.

(1) Wind. The wind is the natural carrier of the chemical agent cloud. Unfortunately, most chemical agent demonstrations or training exercises take place in a wide open field. The behavior of the chemical under these circumstances is very different from that released in a base contonement area where there are buildings and other obstructions to block and change the path of the wind.

a. Wind direction. Wind direction dictates the release points for the chemical agents. Agents must be released in front of targets with following winds and behind targets in a headwind based on the location of the control force. In the case of flanking or

	*Grenade, hand, CS, M7A2** M7A3*	*Grenade, hand, CS1, M25A2*
Filling	CS mixture	CS1 mixture.
Weight of effective filling	9.7 ounces	3.2 ounces.
Weight of complete munition	16 ounces	7.25 ounces.
Fusing delay	0.7 to 2 seconds.	1.4 to 3 seconds.
Burning time	15 to 35 seconds	Bursts.
Persistency in open	Variable according to wind conditions	Variable according to wind and terrain conditions.
Area coverage	100–150 sq meters (one munition; wind speed 9–15 mph).	600–900 sq meters (three munitions; wind speed 12–18 mph).
Effective downwind	35 meters (one munition; wind speed 9–15 mph).	40–90 meters (three munitions; wind speed 12–18 mph).

	*Grenade, hand, smoke, HC, AN-M8**	*Pot, smoke, HC, M5*
Filling	Type C HC smoke mixture	Type C HC smoke mixture.
Weight of effective filling	19 ounces	28–34 pounds.
Weight of complete munition	25.5 ounces	33 pounds.
Fusing delay	1.2 to 2 seconds	20 to 30 seconds.
Burning time	105–150 seconds	12 to 22 minutes.
Persistency in open	Variable according to wind conditions	Variable according to wind conditions; maximum 10 minutes.
Persistency in halls	15 minutes	45 minutes.
Persistency in closed rooms	1 hour	1¼ hours.
Maximum range of cloud from one munition (average conditions).	200 meters	500 meters.

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*These hand grenades may be converted into rifle grenades with the use of the grenade projection adapter, chemical, M2.

**This hand grenade may be converted into a rifle grenade with the use of the grenade projection adapter, chemical, M2A1.

Special Precaution: These grenades and smoke pots are burning type munitions. If they are ignited in close proximity to easily combustible material, fires are likely to result.

Note: These data reflected in this table are furnished only as an approximate guide.

Figure 7–1. Statistics—Riot Control Agent Grenades, Smoke Grenades and Smoke Pots.

quartering winds, munitions should be placed on the upwind flank.

b. Wind speed. The wind speed controls the rate at which the agent will dissipate. The higher the wind speed the greater the concentration of chemical required to achieve a positive result. As a general rule, agents can be used most effectively in wind speeds of 5 to 10 kph.

(2) Temperature gradients. The stability of the surface air layer is governed by the variation of the air temperature within 6′ of ground level. Three temperature gradients are distinguished in the employment of chemical agents.

a. Lapse. This is a decrease in temperature with increase in altitude. A lapse is an unstable condition which usually prevails during daylight hours under clear or partially clear skys. Agent cloud released under these conditions quickly disperses.

b. Inversion. This is an increase in air temperature with increase in height. An inversion is a stable air condition usually prevailing in the lower layer of air on clear or partially clear nights and early mornings until about an hour after sunrise. This is the most effective condition for the use of chemical agents.

c. Neutral condition. This is a condition between the inversion and lapse that normally will provide a reasonably stable air condition.

(3) Target nature. Chemical agents are used against people. They are by nature subject to numerous variables. Such things as degree of excitement of the crowd, breathlessness from exertion, and prior experience with chemicals are all factors that will affect the reaction of the mob to the use of CS.

(4) Humidity and precipitation. While humidity itself does not seriously affect riot control chemicals, the smoke particles produced by pyrotechnic munitions tend to absorb moisture and increase in size, giving the appearance of greater density. When both relative humidity and temperature are high, personnel tend to perspire more freely, thereby increasing the severity of skin irritation symptoms.

a. Heavy or steady precipitation will not prevent effective use of chemical agents. However, because the aerosol or dry chemical cloud is washed out of the air quickly, it must be anticipated that munition expenditure level will be extremely high.

b. In the event that chemical munitions are needed in the snow it can again be expected that the consumption of munitions will run excessively high. Under such circumstances bulk dispersers or air bursting grenades would be preferred.

(5) Tactically, the most important factor is wind direction to maximize exposure of the crowd and insure that they have an open escape route. If the crowd is unable to escape, panic will almost certainly occur.

d. Tactical employment. Techniques of employment in the tactical situation are:

(1) Wind Direction. As mentioned in the preceding paragraph, the most important factor is the wind. Wind direction determines the point at which chemical munitions should be released. The direction from which the wind is blowing is always used to designate wind direction. (fig 7-2) Wind direction is usually considered in a general sense, but there are always minor variations from the prevailing wind direction. These variations will be more marked in light winds than in steady winds of greater velocity.

(2) Wind Speed. Wind speed also controls the rate of chemical dissipation. Mechanical turbulence, the result of winds moved by surface obstacles creating gusts and eddies, must also be judged to insure the most effective employment of the agent. Effective dispersion of the chemical agent in wind depends heavily upon the distance from the target that the chemical is released. (fig 7-2) Inadequate coverage can also be corrected by adding munitions. (fig 7-3) The effective tactical use of chemicals depends upon the ability of the control force to maneuver and use the wind. Specific plans must include coordination of movement with grenadiers and agent disperser operators. It is essential that the crowd always be left with an avenue of escape when chemicals are used.

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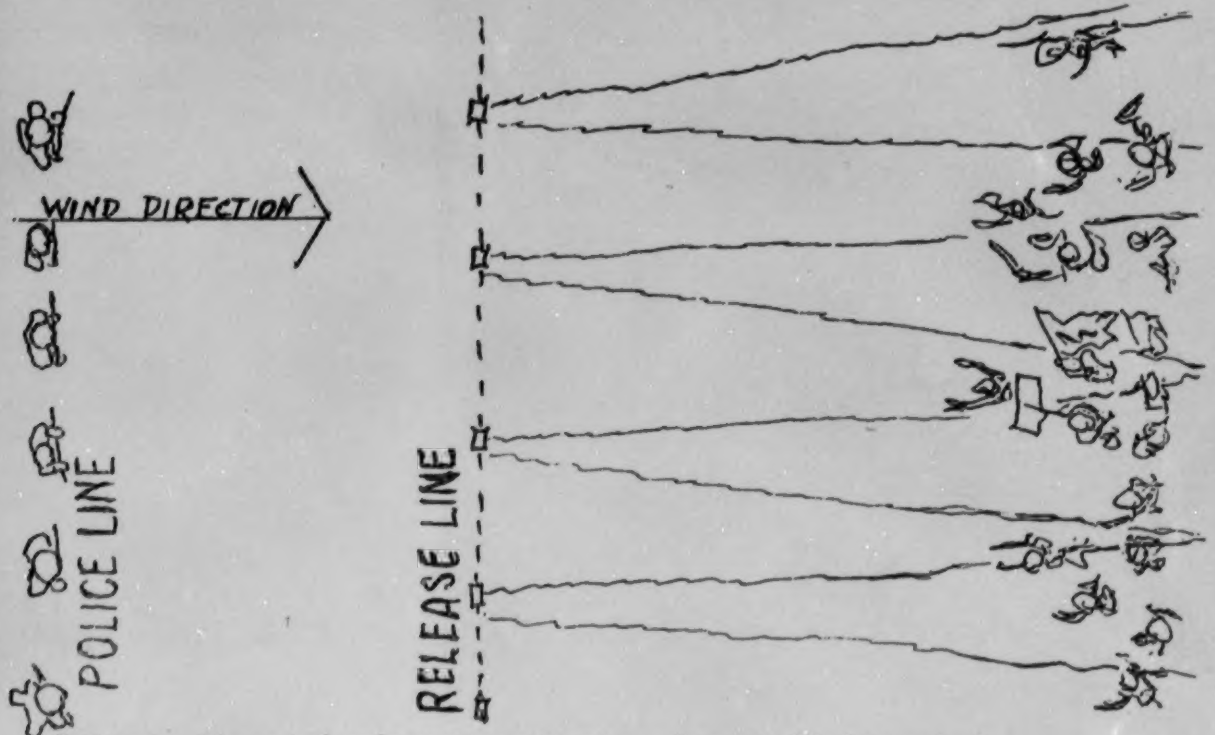
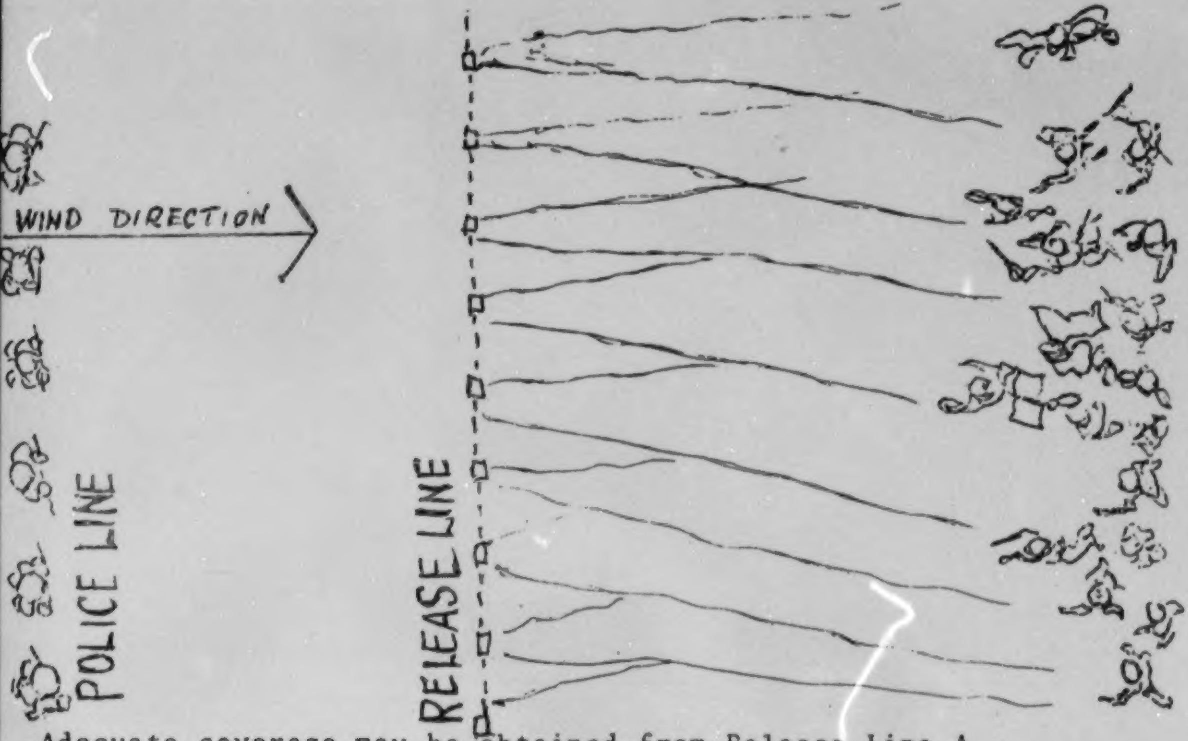


Release Line A inadequate coverage due to higher wind.
Release Line B uses prevailing wind to spread chemical
for proper coverage.

Figure 7-2.



Adequate coverage may be obtained from Release Line A by increasing the number of grenades used.

Figure 7-3.

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7-3. Employment of Riot Control Agent Disperser XM-33:

a. General. The effective use of this disperser is dependent upon a following or slightly quartering wind of a velocity not exceeding 20 KPH. Optimum wind velocity is 3 to 5 KPH. By reason of its compactness, portability and low cost, this disperser provides the using units with an immediately available and very effective riot control weapon.

b. Positioning. The portable disperser operator may be positioned in advance of, as a part of, or immediately in the rear of the riot control formation. Proximity of the mob and the role which the disperser is to play are the determining factors.

(1) If the decision has been made to disseminate the riot control agent in advance of the close approach of the riot control formation, the disperser operator may be positioned as a part of or slightly in advance of the formation. This position will permit the operator the greatest freedom in operating the disperser and will assure a minimum of exposure to the troops. Freedom to move to firing positions to the right or left of center may assist in the establishment of a more uniform cloud of the agent over the target or will permit, to a limited extent, coverage over selected portions of the target area.

(2) If the disperser is to be held in reserve status, the disperser operator should be positioned from one to several feet to the rear of the approximate center of the formation. From this position the operator can quickly be deployed to the front of the riot control formation to disseminate the riot control agent.

c. Release point or line. The optimum distance for firing the disperser to produce a cloud which will envelop and provide an effective concentration over the largest portion of the target area is primarily dependent upon the wind velocity and the freedom of movement of the operator across the front of the target area. Generally, the distance of the agent release point or line from the target area will range from a minimum of 50 feet (15 meters) to as far as several hundred feet depending on wind velocity. With increasing wind velocity, dissemination of the powdered agent becomes more rapid and the distance between the target area and the point of release must be reduced accordingly if an effective concentration is to be placed on the target.

d. Concentration. Factors affecting the amount of a particular riot control agent required to establish an effective concentration in any given instance or situation are too varied to permit exact guidance. Basic to this aspect of employing riot control agents, however, are an understanding of agent effectiveness, knowledge of the amount released in a given time, an appreciation of the makeup and determination of the crowd, and close observation of the agent's cloud movement and effect on the target. A concentration which is too large may result in complete incapacitation. A concentration which is too small, particularly against organized and determined groups, may encourage greater violence.

e. Release Rate. A portable riot control agent disperser gun permits effective control over the amount of the riot control agent released. Release of the agent may be effected in one continuous burst or in shorter bursts ranging from less than one second to several seconds in duration. Knowledge of the amount of the agent released per second is of vital importance in establishing effective but safe concentration on the target area. The average release rate for talc, released in five second bursts and under an operating pressure of 70 p.s.i. with the M3 disperser is about 1.5 pounds per second. Using units are cautioned, however, to determine the particular release rate for each disperser which they operate, both for talc and for the riot control agent.

7-4. Disperser Operator. The portable disperser should work under the immediate control and direction of an officer or NCO. The riot control agent should be released only upon direct order of the commander. If the commander is not fully qualified in the characteristics and employment of the riot control agents, a qualified officer should be designated. He would determine the appropriate time, place, and amount of agent to be released and issue appropriate commands to execution to the operating personnel. (figs 7–5 and 7–6)

7–5. Field Expedient Riot Control Agent Disperser:

a. General:

(1) Many units do not have standard riot control agent dispersers or the required air compressors and service kits by TA 538.

(2) When a local situation demands, such units may develop a field expedient riot control agent disperser by modifying a 2¾-pound or a 10-pound dry charge fire extinguisher. Modification and use should be consistent with safety requirements.

(3) After use it can be decontaminated, recharged with its original dry charge, and returned to its principal use as a fire extinguisher.

b. Modification. A minimum amount of modification is required to convert either the 2¾-pound or the 10-pound fire extinguisher into a field expedient riot control agent disperser. For example the 10-pound extinguisher comes with only a long round nozzle. However, a shorter flattened nozzle that yields better dissemination results may be fabricated from a piece of galvanized steel with dimensions of the ratio shown in figure 7–7. The 2¾-pound extinguisher has two standard nozzles. One is a round type and the other is a flattened type. The flattened type yields a more favorable dissemination.

c. Filling and pressurizing. A short period of time is required to fill and pressurize both the 2¾-pound and the 10-pound field expedient riot control agent dispersers.

(1) Filling. A small funnel with a stem of approximately ½-inch diameter is necessary to fill these dispersers with the authorized micropulverized powder form of riot control agents or the inert technical talc powder.

(2) Pressurizing. Both dispersers may be pressurized to an operating pressure of approximately 90 p.s.i., which is the capacity of the air compressor on a 2½-ton truck. If the situation permits they may be pressurized by an air pump of the type found in service stations. Usually, though, all that is required is a 2½-ton truck air compressor and valve stem adapter because the gauges found on these dispersers indicate exactly how much pressure is contained.

d. Operation. The weight and size of the 2¾ pound and 10 pound field expedient riot control agent dispersers facilitate carrying and operating them. They are most useful

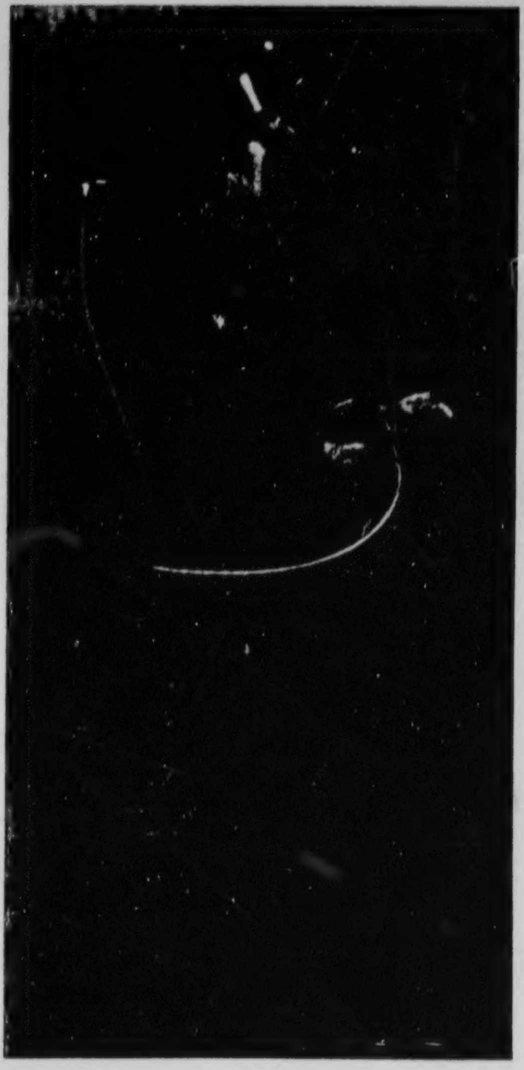

Figure 7–5.

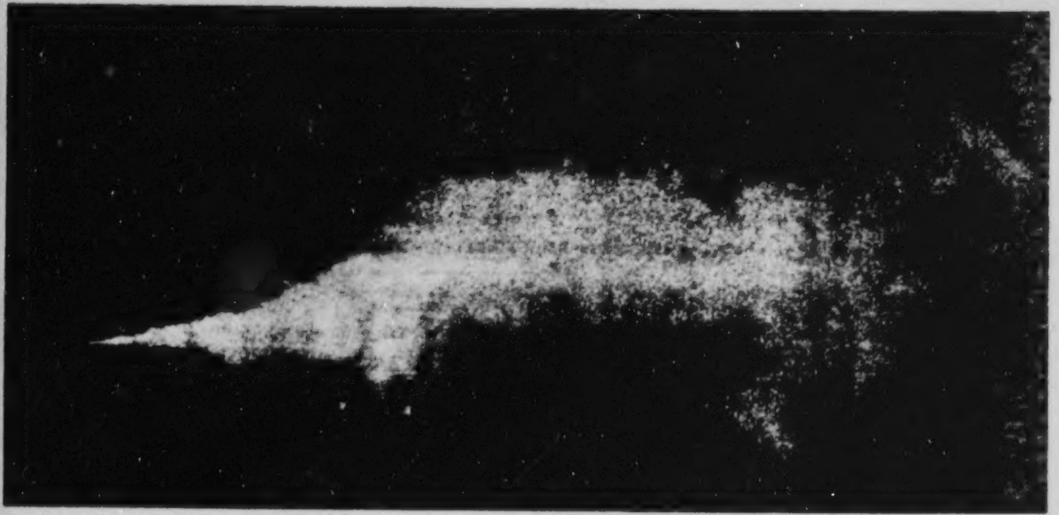

Figure 7-6.

when:

(1) Personnel are wearing or carrying normal items of equipment.

(2) The agent is disseminated through the recommended flattened-type nozzle with a lateral spraying motion from near waist level.

(3) Aimed at the point or front of a target group at the same time baseball-type grenades or launched-type grenades are thrown or being projected to press the flanks or loosen up the rear of the target group.

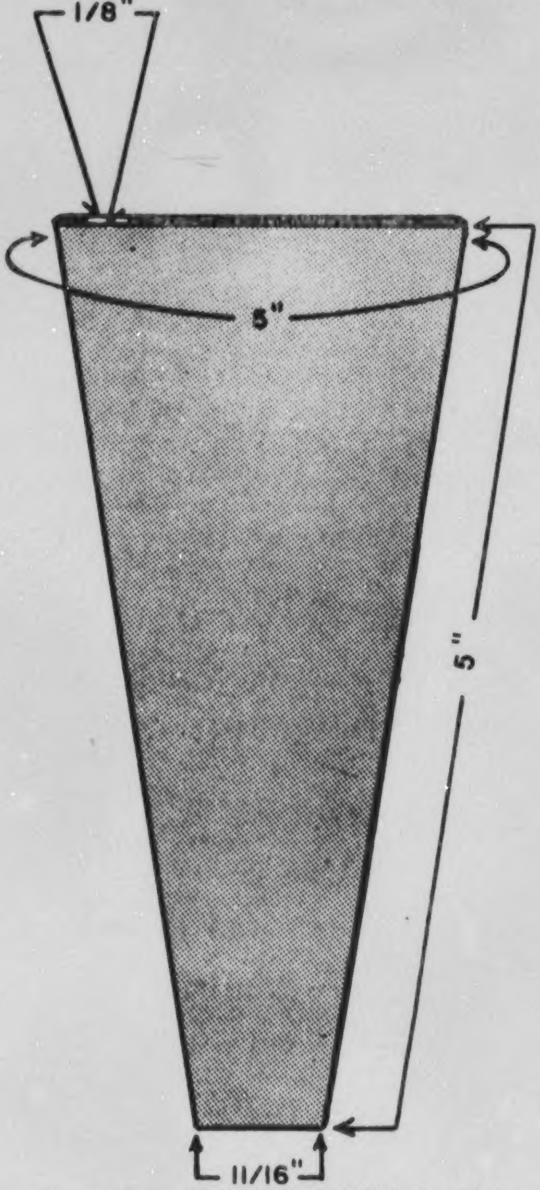

Figure 7-7. Flat Nozzle for 10lb Disperser (Field Expedient).

e. Decontamination:

(1) Decontamination of both the 2¾-pound and the 10-pound field expedient riot control agent dispersers must be as thorough as for any of the standard riot control agent dispersers.

(2) The body of the disperser requires a thorough washing in warm soapy water followed by rinsing with clear water. It is then allowed to air dry.

(3) The firing assembly should be removed, blown out with compressed air, and wiped clean. It must not be immersed in water because of possible damage to the pressure gauge.

f. Maintenance. Both the 2¾-pound and the 10-pound field expedient riot control agent disperser may be serviced by personnel with very little training or special equipment. Servicing may include:

(1) Replacement of a small rubber gasket.

(2) Replacement of a rubber hose on the 10-pound disperser because of deterioration or cracking in extremely hot or cold weather.

(3) Cleaning of the valve stems.

g. Comparison Data. Tabulated data below compares the Riot Control Agent Disperser, Portable M3, or XM 33, to the 2¾-pound and 10-pound field expedient type riot control agent dispersers. All data are approximate.

7-6. Aerosol Irritant Projectors:

a. General. Aerosol irritant projectors have proven to be extremely useful police tools when properly used and when their function is understood. They must be used only in situations where the use of force is absolutely necessary to control violent behavior and only as an alternative to more extreme application of force. They must never, under any circumstances, be used indiscriminately or punitively. In the use of these weapons there are three important points that must be understood by every security policeman armed with the unit.

	3½ lb	10 lb	M-3
Range (in still air)	15 ft	40 ft	40 ft
Duration of Firing (single bursts)	4 sec	8 sec	19 sec
Several Short Bursts (3–4 seconds)	6 sec	13 sec	30 sec
Maximum Pressure	150 psi	240 psi	2,100 psi
Maximum Operating Pressure	90 psi	90 psi	80 psi
Effective Operating Pressure	90 psi	90 psi	70 psi
Minimum Operating Pressure	60 psi	60 psi	65 psi
Weight (empty)	2 lbs	10 lbs	47 lbs
Weight (filled and charged)	3 lbs	14 lbs	55 lbs
Cloud travel distance (downwind)	150+M	200+M	200+M
Area Coverage	2,000 M^2 (100M × 20M)	4,400 M^2 (200M × 22M)	4,800^2 (200M × 24M)
Time required to fill and pressurize	6 min*	12 min*	28 min*

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* Time will vary with training and experience of personnel involved.

NOTE The above figures (*i* through *j*) were obtained by firing the disperser with following winds of approximately 10 to 12 MPH. Extremes of temperature have no appreciable effect on the operation of the dispersers.

Figure 7–8.

(1) If improperly used they may cause some degree of physical injury. Even if only psychological shock results, the potential of more serious injury occurring must be recognized.

(2) Experience has shown that even the best aerosol irritant is not completely effective on all persons. A security policeman must not become overconfident with the use of the irritant, as he may be off guard when he encounters an individual who is not adversely affected by the aerosol irritant.

(3) Units that local purchase an aerosol irritant must insure that they are getting the best quality product. Many dispersers have been marketed, most with similar appearances in marking and containers. Improperly made or improperly tested agents could cause permanent injury.

b. The following guidelines are established for the use of the chemical disperser. Commanders must recognize that if the use of the chemical agent is to be effective, they cannot prevent the security policeman from requiring exceptional prerequisites for their use.

(1) Aerosol irritant projectors will be used only after all reasonable efforts to control a violent person have failed.

(2) If the irritant is used to effect an apprehension, the areas of the body exposed to the liquid must be flushed with water as quickly as practicable. When used in crowd control, efforts should be made to caution affected people to flush exposed areas. (Many police departments use pre-printed cards (Para 8-6d) that can be handed to persons who have come into contact with the liquid. Others have standard procedures for public address announcements.)

(3) Only under conditions which represent an extreme hazard (immediate threat of serious injury or death) to the security policeman will projectors be used in the following ways:

a. Discharge of the weapon directly into the eye or face at very close range.

b. Prolonged discharge at any effective distance into the face of an already incapacitated person or a person not responding to normal applications of the irritant formula.

c. Discharge of large quantities in a confined space such as a small room or closed automobile.

d. Projectors must never be discharged in the immediate vicinity of infants. An infant's respiratory system is especially sensitive to irritating vapors.

Regardless of the situation, the use of the irritant under the above conditions requires that the subject be taken to a hospital for immediate emergency treatment. Persons exposed to riot control agents should be decontaminated before entry to the hospital as secondary aerosol from the person's body or clothing may expose critically ill patients.

c. The aerosol projector is primarily a personal defensive weapon. It is designed to give the security policeman the upper hand when he is confronted by a single assailant or is facing a small group of individuals. Its usefulness in crowd control, however, should not be overlooked. Experience by a number of police agencies has shown that it can be usefully employed by several police officers working together to disperse a crowd and to open up a path through a large group. Even when it is used in crowd control it must be remembered that it is basically defensive and cannot offer the advantages of the chemical disperser designed for crowd or mob control functions.

d. Recommended Warning Card. It is suggested that a locally produced card be made available to security policemen equipped with the aerosol irritant projector. The card should be worded essentially as figure 7-9 below. The card is especially useful in cases where medical attention is not provided and the subject is released from custody shortly after apprehension involving use of the irritant projector.

7-7. Characteristics of Riot Control Agent (CS) and Smoke (HC):

a. Riot Control Agent (CS):

(1) CS is a pyrotechnic mixture and in

ATTENTION

You have been exposed to a device which contains a liquid chemical irritant which causes intense stinging of the skin and profuse tearing. Although highly irritating, the effects last only a short time, are not dangerous, and can be washed away. To avoid possible skin irritation, the following steps should be taken:

1. Wash exposed area with soap and water to remove all oils and dirt which could entrap the irritant.

2. Flush the exposed area with a cool solution of baking soda or flush profusely with cold water 3-4 minutes.

3. Keep the washed areas exposed to fresh air allowing irritants to escape.

CAUTION: DO NOT APPLY OIL OR GREASE MEDICATIONS SUCH AS BUTTER, COLD CREAM, LANOLIN, VASELINE, LOTIONS, OR SALVES WHICH COULD FURTHER TRAP THE IRRITANT CAUSING SKIN BLISTERS. DO NOT BANDAGE EXPOSED AREAS. KEEP EXPOSED TO FRESH AIR.

Figure 7-9. Recommended Warning Card.

powdered form has a pungent pepperlike odor. CS is technically not considered a persistent agent. However, the persistency of CS varies in the open according to wind conditions. CS in powdered form has greater persistency when there is no wind or in wooded terrain.

(2) CS, in a pyrotechnic mixture, is dispersable by means of hand and rifle grenades and the M79 grenade launcher. In powdered form, CS may be dispersed by mechanical dispersers and CSI from bursting hand grenades. The effects of CS are immediate upon dispersal.

(3) The protective mask and field clothing provide minimum effective protection.

(4) First aid for CS contamination may be rendered by removing affected persons to uncontaminated areas, facing them into the wind and cautioning them against rubbing the eyes. Affected persons should be kept out of close proximity with one another. A shower may be taken after several hours. Shower first with cool water for 3 to 5 minutes, then proceed with normal showering.

(5) For gross accidental contamination with CS particles, flush body with copious amounts of cool water, then use a 5% sodium bisulfite solution (except in and around the eyes) and finally flush again with water. A 1% solution of sodium carbonate or sodium bicarbonate may be substituted for sodium bisulfite solution.

b. Smoke (HC):

(1) Smoke has an acrid odor, and its persistency in the open varies according to wind conditions; however, the maximum duration is 10 minutes.

Basis of Issue, Chemical Riot Control Agents and Dispersers

Grenade, CS1, M25A2, Bursting type FSN 1330-645-6211	100 per base
Grenade, CS, M7A3, Bursting type FSN 1330-965-0802	100 per base
Gun, Chemical, Mace FSN 1365-175-8129	1 per 5 AFSC 81XXX
Disperser, Chemical Agent, XM33 FSN 1040-450-6559	2 per base
Chemical CS (bulk)	24lb per XM33
Chemical Talc (bulk) for Training	60lb per XM33

NOTE: Authorization under this manual are in addition to those that may be authorized under AFM 207-1.

Figure 7-10. Basis of Issue.

(2) Smoke is slightly suffocating in heavy concentration and slightly irritating to the nose and throat. For normal exposure to field concentrations of HC smoke, no protective mask or first aid is required. However, a protective mask should be worn in high concentrations of HC smoke such as might be encountered near burning munitions, in built-up areas and during prolonged exposure to field concentrations of the smoke. Heavy concentrations of HC smoke can produce Heavy Metal Fever. (The zinc emitted as a part of the smoke may produce pneumoconiosis which may appear as fluid on the lungs, high fever and reddening of the skin.)

(3) HC smoke can be produced by hand grenades and smoke pots.

7-8. Planning Use of Riot Control Agents:

a. General Information. Appropriate plans are essential to the successful use of riot control agents. The plans must be flexible to accommodate changes in the situation and the weather. Munitions requirements to provide an appropriate concentration of riot control agents in a given area are tentatively computed in advance. The general plan for their use is prepared prior to the operation, but the manner of employment is determined at the scene.

b. Weather and Terrain. The responsible officer should obtain weather forecasts over possible operational areas for the contemplated times of the operation. He should evaluate these forecasts in conjunction with a detailed reconnaissance, map, aerial photograph, or mosaic study of the terrain conditions which prevail in and around these areas and which might affect the riot control agents released.

c. Nature of Disturbances. The cause, nature, and extent of a disturbance, and the temper and objectives of the rioters are important planning factors.

d. Estimate of the Situation. The estimate of the situation should be as thorough as the time available will permit and should be based on an analysis of the above factors. The estimate should enable the commander to consider courses of action, select riot control agents, and determine munitions requirements.

e. Course of action. The governing factors in the selection of a course of action are effects desired, temper and objectives of the rioters, weather conditions and munitions available.

7-9. Riot Control Agents Training:

a. Responsibilities. Each security police unit is responsible for providing, organizing, equipping and training its forces for the use of riot control agents in on-base disorders or civil disturbances.

b. Training. Training of troops for use of riot control agents should include, but not be limited to, the following:

(1) Individual training:

a. Policy on the employment of riot control agents.

b. Characteristics of riot control agents.

c. Individual protection, first aid, and decontamination.

d. Maintenance of riot control agent munitions and equipment.

(2) Unit training:

a. Riot control agent squad organization.

b. Tactical employment of riot control agents in riot control.

7-10. Basis of Issue. Figure 7-10 shows the munitions items which are basic to Air Force disorder control tactics and establishes the basis of issue of these agents/devices. Units are not limited to these specific devices and may local purchase suitable replacement items to fill immediate needs.

Chapter 8

TRAINING, TESTS AND EVALUATIONS

8-1. General Information:

a. Security Police and augmentees, if used, must be effectively trained for utilization in any civil disturbance situation to which they may be committed. Such training should be designed to give each individual sufficient understanding of the entire subject area to enable his efficient functioning, both individually and as a member of a unit. The training should be sufficiently intensive to insure the proficiency of the individual so that he can carry out his assignment with disciplined response to orders while maintaining an objective attitude.

b. To insure the maintenance and appropriate advancement of required individual skills and physical fitness level by security police, each unit will continually emphasize training periods, drills and exercises. Major commands will publish criteria for such training to include each major command's special requirements in addition to the requirements in this manual.

c. In addition to the subject matter contained in this manual and other referenced publications, personnel responsible for training must keep abreast of current developments through reports in the public news media, after-action reports, and other accessible sources. Lessons learned from such reports and sources should be used to enhance training and to keep it current.

d. The training requirements outlined below represent subject areas which, as a minimum, will be included in the civil disturbance and riot control training program. Each commander must determine the need for additional training based upon the prior training and experience of his personnel and the degree of proficiency obtained by his unit.

8-2. Training Requirements. Training of Security Police units for participation in civil disturbance and riot control operations should be designed to develop individual and unit proficiencies in:

a. Role and mission of the military in civil disturbance and riot control operations.

b. Policies and legal considerations.

c. Types and patterns of disturbances.

d. Crowd and group management and control.

e. Riot control agents and munitions.

f. Riot control formations, protective clothing, and decontamination procedures.

g. Neutralization of special threats (special teams only):
   (1) Sniping.
   (2) Arson.
   (3) Bombing.
   (4) Looting.

h. Operation in high density population areas.

i. Rules for use of force.

j. Weapons familiarization including the riot baton.

k. Mass apprehension techniques.

l. Evaluations.

8-3. Tests and Exercises:

a. To test the effectiveness of the training, unit evaluations must be conducted for each security police unit at least once during each 12-month period. In the event this plan is implemented through actual disturbance of formal inspections it will serve for this test. In conducting training exercises caution must be exercised to preclude any adverse effect on the locale. This is extremely important during periods of tension.

b. Major commands will develop formal criteria and programs to evaluate the civil disturbance and riot control plans. The program must meet the particular needs of each participating command and concentrate on meaningful exercises and testing of all procedures and capabilities for civil disturbance and riot control activities.

c. Exercises should be based on a developed situation and follow a detailed scenario to enable participating units and agencies to test command and staff relationships, communications/coordination and logistics.

8-4. Unit Training Objectives. Unit training is designed to develop individuals to function as a team. To be effective this training must be thorough and must include all security police personnel and augmentees within the unit. Any lack of training on the part of even one individual can have a negative effect on the efforts of others, since he will be unable to fulfill his responsibilities as a member of the team.

Chapter 9

CONFINEMENT–MASS APPREHENSION TECHNIQUES

9–1. General Information:

a. This chapter presents some guidelines, in addition to those in AFM 125–2, for use during the apprehension/confinement stage of on-base disorders. It provides guidance that can be modified and adopted to apply to confrontation management plans of bases of all sizes. From this framework the base can then develop several options or methods to employ according to the local situation.

b. During the restoration of order phase of an on-base disturbance, large-scale apprehension of offenders may be expected. These apprehensions can cause a saturation of normal prisoner processing procedures, as well as the facilities for handling them. Therefore, it is imperative that each base establish a system for rapid processing and detention of these personnel. Experience has shown that one of the ingredients of success in controlling a disturbance is to quickly apprehend the obvious leaders of the disturbance and remove them from the immediate area of the installation. Prudent use of force in apprehension, swift and orderly removal of apprehended personnel from the area, an orderly system of rapid processing of offenders, and adequate permanent or temporary detention facilities requires realistic planning to insure a successful operation.

c. Unit training must cover all aspects of civil disturbance operations and should entail more than merely developing mechanical proficiency in riot control formations. Training should emphasize protection of firefighters and their equipment, inhabitants of the area, and other people attempting to control the disturbance. Training should include techniques of operations in built-up areas as well as procedures for neutralizing special threats.

d. Planning should recognize the possibility of the detention facility becoming a focal point of the disturbance and include the methods used to defend the facility or to move the prisoners to another location. The degree of protection and the equipment needed should be readily available and may include employment of military working dogs.

e. Confinement/detention of personnel apprehended during an on-base disturbance guidelines given in this chapter are broken down into five categories:

(1) Detention on base.
(2) Confinement at another installation.
(3) Confinement off base.
(4) Detention of females.
(5) Detention of civilians.

9–2. Detention on Base:

a. Permanent Detention Facilities:

(1) Detention on base of civil disturbance offenders is the most efficient and preferred method of handling offenders. All bases with a detention or consolidated detention facility should predetermine how many offenders the facility could handle under this situation. Planning should include use of regular cell areas, administrative cell areas, correctional custody areas, day rooms, and any other available area in the facility. Length of detention must also be considered. For example, a facility may be able to hold 100 personnel for a short-term period of 4–8 hours and only 50 personnel for long periods of detention (24 hours or over). It will be necessary to have these maximum capacity figures broken down by time-held periods to determine if and when outside confinement facility assistance will be needed.

(2) Processing procedures for detaining personnel in this facility must be coordinated in the planning procedure. Special quick processing procedures need to be developed to prevent a bottleneck at this point. The use

of the AF Form 1569, items 1–4 and 6–10 might be used as the initial apprehension data form. Information on this form should be as detailed as time will permit. A number of these forms can be stocked at the detention area.

(3) Immediately upon entering the processing area the suspects are thoroughly searched and personal property is confiscated. The property is then placed in an envelope or other type container and sealed. The suspect then signs his name across the seal. If he refuses, the Security Policeman plus a witness will sign across the seal in place of the offender. An AF Form 52 must be prepared at this time for acquired evidence. If the offender has no military identification card or driver's license with photo, he should then be photographed with a polaroid type camera and this photo immediately attached to the Apprehension Data Card. The individual is then detained. The personal property envelope with the Apprehension Data Card attached is safeguarded and filed.

(4) The confinement orders can be typed or written as needed by the administrative personnel. This, however, should not be part of the initial processing action. It can be accomplished later when the volume of processing is completed.

(5) Individuals who do not possess identification and who refuse to identify themselves will be segregated from the others and turned over to the appropriate civilian authority for processing. If the situation permits, unit commanders, first sergeants, and OSI representatives could be called upon to view and attempt to identify these personnel prior to turning them over to the appropriate civil authority.

(6) WAF personnel, if available, should assist in the processing and detention of female prisoners.

(7) A confinement order will not be required for civilians, and personal property, other than weapons, knives, and so forth, will not be confiscated.

b. Temporary Detention Facilities:

(1) As mentioned earlier in this paragraph, mass apprehension techniques will probably overtax the capabilities of base detention facilities. Therefore, temporary detention facilities must be identified in planning to handle such situations. Examples of areas that might be considered are the base tennis courts, if fenced and lighted; vacant buildings in isolated areas of base such as old open-bay barracks; the base gymnasium or other such areas on the installation. Care must be taken in selection of these facilities to insure they are in areas of the base that will be away from the scene of the disturbance and are isolated from such areas as family housing. Arrangements must also be made for mass feeding procedures, blankets, emergency lighting, and so forth.

(2) Once again, depending upon the local situation at the time of apprehension, processing procedures at the temporary detention facilities will have to be tailored to meet the circumstances and prevent a bottleneck. If the disorder is of such a scope that mass apprehensions are taking place, perhaps there would be no initial processing of these personnel apprehended. They might simply be put into the temporary facility and detained in an attempt to quell the situation. Also, they may be detained there temporarily awaiting further movement to a permanent detention/correction facility where they will be processed. It is unrealistic to attempt to design a sophisticated processing system that will work at one of these areas. This system should be simple and efficient to detain and control as many personnel as is necessary to stop any disorder or civil disturbance. When detaining/confining large numbers of personnel, an attempt should be made to separate the leaders or agitators from the others.

(3) If the permanent and temporary detention facilities are still inadequate to handle the number of personnel apprehended, then the next option that should be available is the use of other military and civilian confinement facilities.

9–3. Confinement at Another Installation:

a. Coordination for use of other military confinement facilities should be accomplished through the major command to which the base is assigned. Requests for support of this nature should be directed to the nearest military installation with a confinement capability, regardless of branch of service. This can be included in support agreements negotiated for support of additional equipment and personnel (see Chapter 2). MAJCOMs should keep IGSM advised when requesting use of other service facilities.

b. Planning should include:

(1) Names and telephone numbers to call when the commander determines assistance is required.

(2) Number of personnel this facility can handle.

(3) Modes of transportation to be used in movement of apprehended personnel to this facility.

(4) Insurance that only positively identified military personnel are relocated to this installation.

(5) Types and numbers of escort personnel required.

(6) Maintenance of strict accountability for confined personnel and their location.

9-4. Confinement Off-Base. Prior coordination and approval for use of civilian confinement facilities must also be a part of planning for on-base disturbances. The procedures for this are outlined in Chapter 2 of this manual. The same planning as outlined above is needed for occasions when prisoners are to be relocated in off-base civilian facilities.

9-5. Detention of Females:

a. Detention of females can remain essentially as described in AFM 125-2, paras 2-24 thru 2-27. However, initial temporary detention of females participating in an on-base disorder can be essentially the same as for males. They can be put in temporary detention on the installation for purposes of quelling a disturbance in which they are participating. This detention should only be for a short period of time, and they should be confined separately if possible. In the event of a large scale disorder, they may have to be apprehended and detained with male personnel if time and space will not allow for immediate segregation and separate handling.

b. The WAF Squadron Commander, or Senior WAF Officer in Charge, should assist in planning this phase of detention. She should also be prepared to make available WAF personnel to assist Security Policemen in apprehension and detention of female personnel.

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Chapter 10

REPORT INFORMATION

10-1. General Information. Reports must be timely, accurate, and properly disseminated to achieve their intended results. The weight assigned to each of these requisites must be evaluated according to each individual situation. However, it is imperative that report contents be accurate with facts and opinions clearly identified. This standard will assure that higher headquarters receive a factual appraisal of the situation. Caution should be exercised to insure that both verbal and written reports are presented clearly and are void of jargon, locally devised acronyms, and nonstandard abbreviations. For the purpose of clarity, confrontation management reports are categorized as either operations or after-action reports.

10-2. Operations Reports (OPREP). Commanders should report significant information of impending demonstrations or disturbances according to JCS Pub 6, Volume V. This reporting criteria can be supplemented by major commands to accommodate peculiarities within their organization. However, efforts should be made to avoid procedures that would unnecessarily duplicate reporting requirements. This places an additional workload on command elements at critical times and could impede the proper dissemination of information.

10-3. After-Action Reports:

a. Formal after-action reports of confrontation management operations provide commanders and key staff officers at all echelons with valuable information upon which to base future doctrine, tactics, techniques and, when required, corrective actions. Additionally, the lessons learned from confrontations provide a basis for unit and individual training of security policemen. Commanders submitting reports should give special emphasis to shortcomings and successes. Attention also must be given to tactics and techniques employed by the dissidents. All disturbances on Air Force installations, or installations where major Air Force units are in tenant status, require the submission of an after-action report. This report will be submitted to OPREP addresses within 10 days after termination of the riot/disturbance.

b. After-Action Report Format and Preparation Instructions. Reports will be prepared in letter form with subject: "After Action Report—Confrontation Management Operations, (inclusive dates of beginning and termination of operations)." The text of the report should be arranged as follows:

(1) Section I—Significant Activities. This section will be historical in nature and will contain a narrative of important activities beginning with the event(s) precipitating the confrontation and including planning and preparation for the operation, deployment, actual conduct of operations, and redeployment.

(2) Section II—Problem Areas/Lessons Learned. This section will address each problem area with lessons learned incident to the operation as a separate item in paragraphs headed observation, discussion and recommendations. The section will be further divided into functional groupings under these headings:

a. Personnel.
b. Operations (including planning and preparation).
c. Training.
d. Logistics.
e. Organization.
f. Liaison with Civil Authorities.
g. Other.

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Chapter 11

APPLICATION OF FORCE

SECTION A—GENERAL INFORMATION

11-1. Basic Policy. The Air Force policy concerning the use of force by personnel engaged in law enforcement and security duties is stated in AFR 125-26. Specifically, the Air Force security policeman may use only the minimum force necessary to discharge his duties. He is prohibited from using such force which has a substantial risk of causing death or serious bodily harm until all other means have failed. The legal prerequisites to the use of force are covered in AFR 355-11.

a. Careful planning for employment of control forces and the use of the various degrees of force available to a commander are of prime importance. The mission of the control force is to restore order. It must be remembered that the involvement of the majority of the persons involved in a disorder is incidental. The use of undue force will be noted quickly and will always have an adverse effect. Force must never be used as a bluff. Do not present to the mob any degree of force that you do not intend to use. Too often the mistake has been made of over-reacting to the threat. Once a mob senses this and loses the respect for the force at hand respect will be difficult to regain.

b. Show of Force. For many the mere appearance of a well-trained and disciplined security police formation will be sufficient to bring the normally law abiding citizen to his senses.

c. Special Orders. Every airman performing control duties under this manual, whether he is security policeman or an augmentee, will have in his possession one copy of the special orders outlined in the attachment. These will be stockpiled for immediate issue.

d. Decision Level. At the scene of the disturbance the progression through the various degrees of force must be decided on the scene. While it is essential that the senior commander provide the guidelines that will govern the employment of deadly force during the pre-planning, it is the responsibility of the subordinates to carry out that policy. When extremes requiring the use of such force have been reached, life and death may hinge on decisions that cannot wait for immediate command approval.

SECTION B—FORCE CATEGORIES AND CONSTRAINTS

11-2. Arming of Troops:

a. Force Options. Control force personnel may be armed with any one of several weapons: riot baton, riot control agents and munitions, shotgun, the rifle and others. Figure 11-1 lists options for troops armed with the rifle. Although each of these options presents an escalation in the level of force, they are not sequential in the sense that a commander must initially select the first option or proceed from one to another in any particular order. As long as the option selected is appropriate to the existing threat, the minimum necessary force principle is not violated.

b. Semi-Automatic Fire. To emphasize limitations on the use of firepower and to restrict automatic fire, commanders must insure that individual weapons are modified so that they can be fired only semi-automatically.

c. Non-deadly and Deadly Force. The policies governing the use of non-deadly and deadly force outlined in the following paragraphs apply equally to the use of all weapons.

	BAYONET		AMMUNITION MAGAZINE	
Rifle	*Scabbard*	*Bayonet*	*Clip*	*Chamber*
At sling	On belt	In scabbard	In pouch on belt	Empty
At port	On belt	In scabbard	In pouch on belt	Empty
At port	On belt	Fixed	In pouch on belt	Empty
At port	On belt	Fixed	In weapon	Empty
At port	On belt	Fixed	In weapon	Round

Figure 11-1. Options for the Rifle.

d. Control of Weapons and Ammunition:

(1) Commanders are authorized to have live ammunition issued to personnel under their command. Individual security policemen and augmentee airmen are instructed, however, that they will not load their weapons except when authorized by an officer. If they are not under direct control and supervision of an officer, they will not load their weapons unless circumstances would justify their use of deadly force pursuant to the provisions discussed in para 6-4. The presence of loaded weapons in these tense situations may invite the unauthorized or accidental application of deadly force.

(2) Commanders should at all times exercise positive control over the use of weapons. Individual security policemen and augmenter airmen will be instructed that they may not fire their weapon except when authorized by an officer or, provided they are not under the direct control and supervision of an officer, when the circumstances would justify their use of deadly force pursuant to para 11-4. They must not only be thoroughly acquainted with the prerequisites for the use of deadly force, but they must also realize that whenever their unit is operating under the immediate command and control of an officer, the commander will determine whether and when the firing of live ammunition is necessary.

11-3. Use of Deadly Force:

a. General. As previously stated, the use of deadly force is an abhorrent alternative that is resorted to only under extreme circumstances to prevent activities which pose an immediate and significant risk of death or serious bodily harm.

b. Right of Self-Defense. Every airman has the right under the law to use reasonable necessary force to defend himself against violent and dangerous personal attack. The limitations described in this paragraph are not intended to infringe this right but to prevent the indiscriminate firing of weapons and the indiscriminate use of other types of deadly force.

c. Constraints. The use of deadly force is authorized only where all three of the following circumstances are present:

(1) Lesser means have been exhausted or are unavailable.

(2) The risk of death or serious bodily harm to innocent persons is not significantly increased by its use.

(3) The purpose of its use included one or more of the following:

a. Self-defense to avoid death or serious bodily harm.

b. Prevention of a crime which involves a substantial risk of death or serious bodily harm, including the defense of other persons.

c. Prevention of the destruction of vital Air Force resources.

d. Detention or prevention of the escape of persons against whom the use of deadly force is authorized.

d. Additional Considerations. The following policies regarding the use of deadly force will be observed:

(1) When firing ammunition, the marksman must aim to wound by firing at the lower extremities, rather than to kill.

(2) When possible, the use of deadly force should be preceded by a clear warning to the individual or group that use of such force is contemplated or imminent.

(3) In order to avoid firing which creates a hazard to innocent persons and can create the mistaken impression on the part of the community that sniping is widespread, warning shots will not be employed.

(4) Even when its use is authorized pursuant to para c above, deadly force must be employed only with great selectivity and precision against the particular threat which justifies its use. For example, the receipt of sniper fire, however deadly, from an unknown location can never justify returning the fire against any or all persons who may be visible on the street or in nearby buildings. Such an indiscriminate response is far too likely to result in casualties among innocent bystanders or fellow law enforcement personnel. The appropriate response is to take cover and attempt to locate the source of fire, so that the threat can be neutralized.

SECTION C—EMPLOYMENT OF SPECIFIED WEAPONS, AGENTS AND FORCE

11-4. General Information. The commander has a wide range of weapons and equipment available which are either intended for or can be adapted to disorder control operations. This chapter discusses such equipment; however, it is not all inclusive. The selection of weapons and special equipment depends on such considerations as the situation, the unit mission, and Air Force policies pertaining to the use of force. The commander must carefully evaluate each situation.

11-5. Weapons, Agents and Force. Air Force guidelines on the use of force must be closely adhered to in the use of any weapon or weapons. Weapons which can be employed in on-base disorder control operations are:

a. Rifle. The rifle with bayonet and riot control agents have been the weapons most widely used in disorder control operations. The rifle is primarily an extension for the bayonet but can also be used in anti-sniper operations.

b. Shotgun:

(1) The riot shotgun is particularly suited to certain applications in disorder control operations. Because of its characteristic short range, the danger of producing unintentional casualties at a longer range than the target is reduced.

(2) The shotgun should never be fired indiscriminately into riotous groups with the intention of producing multiple low level injuries as a deterrent to further violent conduct. Such employment carries the high probability of inflicting painful, maiming injuries or death. Such use could also cause an adverse psychological reaction resulting in more violent conduct by antagonistic and disorderly groups. To reduce the potential for death or serious injury, number 8 shot is recommended in lieu of 00 shot.

(3) The shotgun has two basic advantages. The first of these is purely psychological. The effect of confronting well disciplined troops armed with this weapon is often sufficient in itself to reduce the hostility of the mob and result in its dissolution. The second advantage is its relatively short range and low level of casualty-producing effect if deadly force is required to subdue the mob.

a. Protection of emergency firefighters, medical, and essential utility maintenance personnel.

b. Fixed installation security.

(4) The shotgun is not a substitute for the rifle in general military applications during disorders. When there is a requirement for accurate fire at extended ranges, it is not an effective weapon. Some models of the shotgun may be equipped for attachment of the bayonet.

c. Riot Baton. The riot baton has proven to be an invaluable weapon in certain control situations. It can be combined with the rifle in riot control formations or used exclusively. (For example, even number elements may be armed with the baton and odd numbers armed with M-16 or shotgun.) The riot baton is an excellent weapon for apprehension teams instead of the rifle. The baton should generally be looked upon as the first line weapon.

d. Vehicles. Transport vehicles add considerable capability to the riot control force. The use of these vehicles increases flexibility, reduce troop commitments, and provides the protection for personnel. In considering the use of vehicles, however, it must be remembered that they should be secured. Vehicles can be modified with sandbags, armor plating, wire screening, or similar materials to give some protection against sniper fire and thrown objects. They provide mobility and communicaions capability for area coverage. Troops should be deployed with ample vehicles to provide sufficient flexibility to handle all situations in an area of on-base disorder. It may be necessary to augment assigned security police vehicles with motor pool and civil engineer radio controlled vehicles.

e. Individual Protective Equipment. Armored vests, helmets and protective masks are required riot control operations.

f. Lighting and Barriers. Auxiliary lighting should be available to include hand-portable lights, spotlights, floodlights, flashlights and vehicle headlights. Prefabricated wood or metal barriers or suitable materials, such as wire or ropes, may be used to cordon off an area. Barricades, such as vehicles, concertina wire, and water-filled barrels, can be erected to block or channelize the movement of the crowd. These devices, when used in combination with troops and other crowd control techniques, are useful in accomplishing the options of containment or blocking. Signs should be provided to supplement these barriers. (The procurement, maintenance, and erecting of barricades and signs will be the responsibility of the base civil engineer.)

g. Dog Patrols. Dog patrols may be used in patrolling disturbed areas. Caution must be used when employing dog patrols. They can be used to good advantage with apprehension teams and mobile processing units, and at confinement facilities. A full discussion on the uses of dog patrols for controlling disorders is contained in AFM 125-5, Volume II. If the use of dogs is considered an absolute necessity in an off-bass situation, a request should be forwarded to the DOD Executive Agent, DA (DACS-MSO-W), through established command channels.

h. Riot Control Agents. The use of riot control agents is an effective method of dispersing crowds. It must be remembered, however, that the effects of riot control agents are temporary and will not prevent the reformation of a crowd or mob either in the same or a different location. Riot control agents have many advantages over other techniques because they have an immediate effect on large groups of people without causing any permanent harm. Riot control agents, if used properly, will disperse large crowds without troops having to come into actual contact with rioters. However, an understanding of riot control agents, their capabilities and limitations, is necessary to the accomplishment of the task in the safest and most efficient manner. Authority to order the use of riot control agents rests with the senior commander on base. Based on the situation, he may delegate this authority at his discretion. For detailed information on the employment of riot control agents, see chapter 7.

i. Water. Water may be effective in moving small groups on a narrow front such as a street or in defending a barricade or roadblock; however, the following factors should be considered:

(1) Water may be employed as a flat trajectory weapon utilizing pressure, or as a high trajectory weapon employing water as rainfall. The latter is highly effective during cold weather.

(2) In using water, as with other measures of force, certain restraints must be applied. Using flat trajectory water on non-violent crowds, particularly women and chil-

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dren, should be avoided and avenues of escape must be provided.

(3) Fire departments are normally associated with lifesaving practices rather than maintenance of law and order. Consideration should be given to maintaining the fire department image through the careful employment of this resource. The use of fire departments and fire fighting equipment in riot control situations is prohibited by DOD Directive 3025.12, 19 August 1971.

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

JOHN D. RYAN, General, USAF
Chief of Staff

DWIGHT W. COVELL, Colonel, USAF
Director of Administration

SUMMARY OF REVISED, DELETED, OR ADDED MATERIAL.

This manual consolidates AFM 125-4 and AFPs 125-4 and 125-5 to combine civil disturbance and riot control training, policies, procedures, and information under one cover for ease of reference.

SPECIAL ORDERS

1. To Whom These Orders Apply. These special orders are applicable to on-base disorder or civil disturbance control operations. During required riot control training all response forces will be given familiarization training in the following special orders:

a. Carry out your assigned duties in a military manner and present a neat military appearance at all times. Be sure that everything you do reflects credit upon your country, the Air Force, your unit and yourself.

b. Have regard for the human rights of all persons. Be as courteous as possible. Do not mistreat anyone or withhold medical attention from anyone needing it. Do not damage property unnecessarily.

c. Use only the minimum amount of force required to accomplish your mission and, if necessary, to defend yourself. When under the control of an officer, you will load or fire your weapon only on his orders. When not under the control of an officer, you will load or fire your weapon only when required to protect your own life or the lives of others, to protect Air Force operational resources, to protect specified property designated as vital to public health or safety, or to prevent the escape of persons endangering life or vital facilities. You are not authorized to use firearms to prevent offenses which are not likely to cause death or serious bodily harm, nor endanger public health or safety. The provisions of AFR 125-26 will apply in all cases.

d. When firing is necessary, shoot to wound, not to kill.

e. Apprehend and turn over to competent authority, lawbreakers, agitators, and other personnel obviously involved in disorders. When possible, and as appropriate, let civilian police arrest lawbreakers.

f. Allow properly identified news reporters freedom of movement, as long as they do not interfere with the mission of your unit.

g. Do not talk about this operation or pass on information or rumors about it to unauthorized persons; refer all personnel who ask for information about the disorder or what you are doing to the information officer.

h. Become familiar with these special orders and carry a card listing the orders on your person at all times when engaged in on-base disorders or civil disturbances operations.

2. The Intent of These Orders. The intent of these special orders is to strike a balance in the use of force so as to avoid indiscriminate firing in on-base disorder or civil disturbance situations while still protecting the individual's inherent right of self-defense.

3. Copies Issued. All personnel will possess a copy of the special orders while engaged in on-base disorder or civil disturbance operations. Security police units will stockpile copies of these special orders at appropriate locations to facilitate expeditious distribution.

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HANDOUT

3ABR81132

Technical Training

Law Enforcement Specialist

RIOT CONTROL FORMATIONS

16 February 1977

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
USAF Security Police Academy
Lackland Air Force Base, Texas

Designed for ATC use only

DO NOT USE ON THE JOB

FORM 214 (JAN 76) OBSOLETES ATC FORMS 214, MAY 69, 522, NOV 63 AND 523, MAY 71. STANDARD COVERSHEET

USAF Security Police Academy
Lackland AFB, Tx

HO 3ABR811

RIOT CONTROL FORMATIONS

INTRODUCTION

This handout has been developed to assist you in acquiring the knowledge of Riot Control Formations. Use of this handout will assist you in developing notes during classroom instruction.

INSTRUCTIONS

Complete this handout by filling in the blanks and completing the diagrams from the information given during this course of instruction

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1. PERSONNEL INVOLVED

a. _______ Personnel   Symbols

(1) ______ ______   ______
(2) ______ ______   ______
(3) ______ ______   ______
(4) ______ ______   ______

2. FLIGHT COLUMN

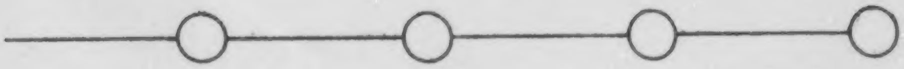
SQ SQ SQ SQ

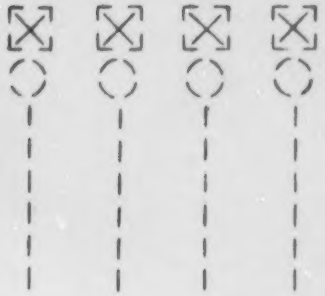
______ ______

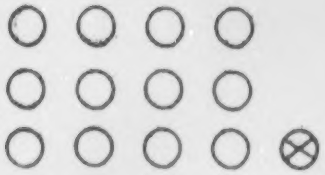
TNT# ______
TNT# ______
TNT# ______

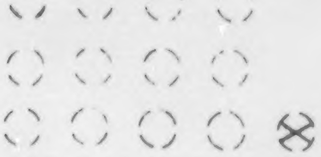
3. FLIGHT LINE (FROM COLUMN)

Step 1:









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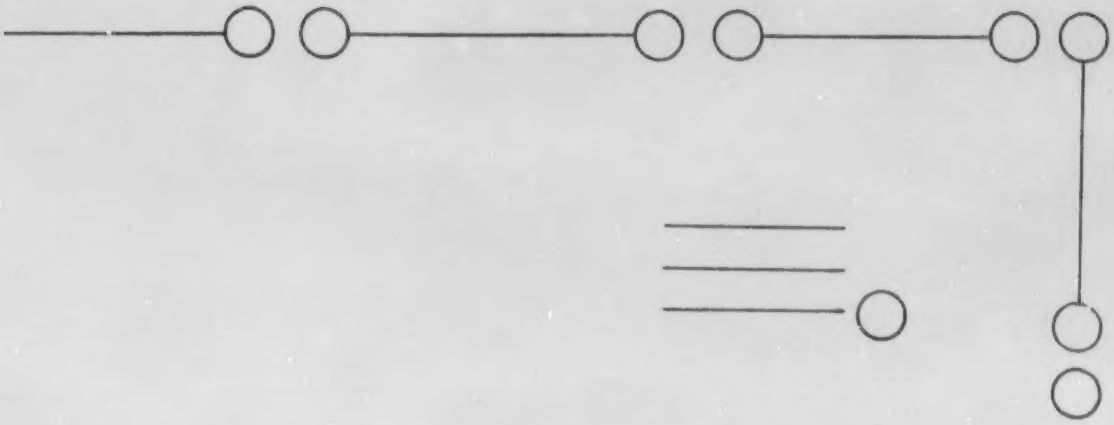

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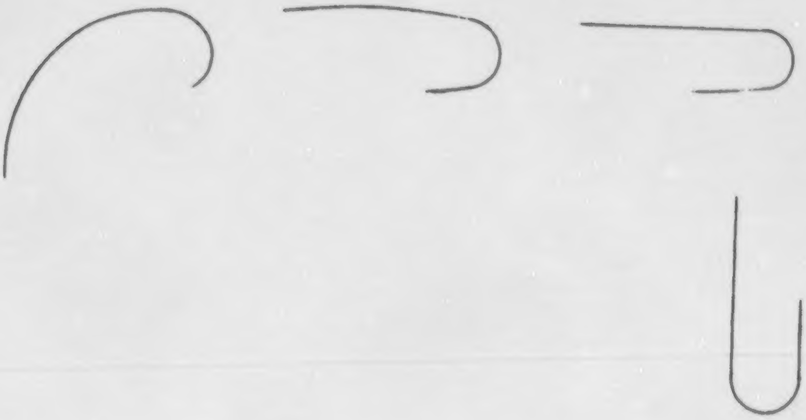

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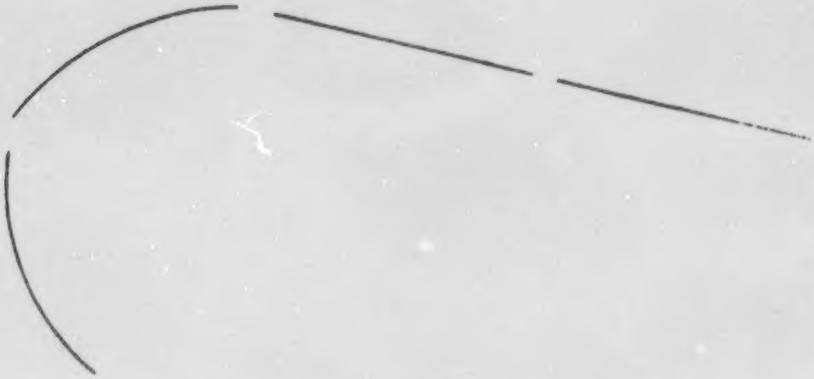

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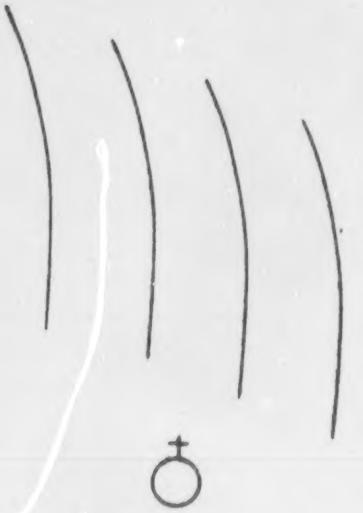

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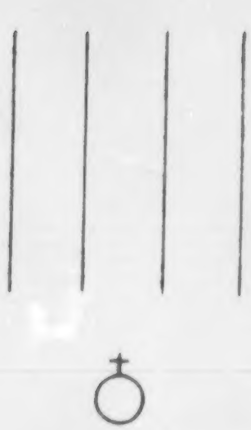

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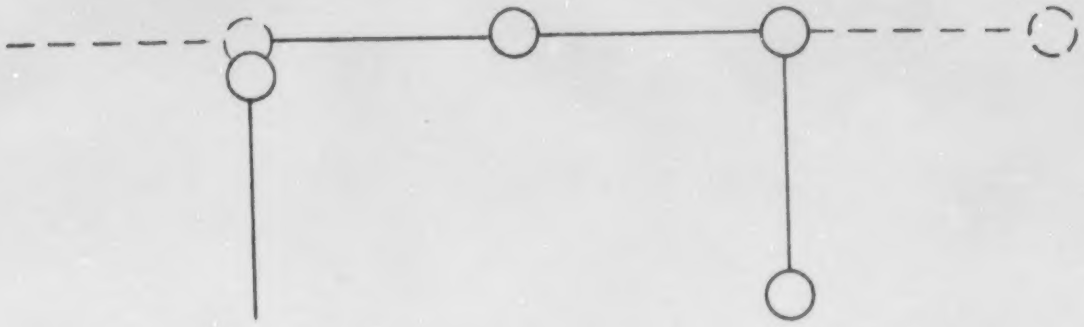
5. FLIGHT LINE INTO LATERAL SUPPORT

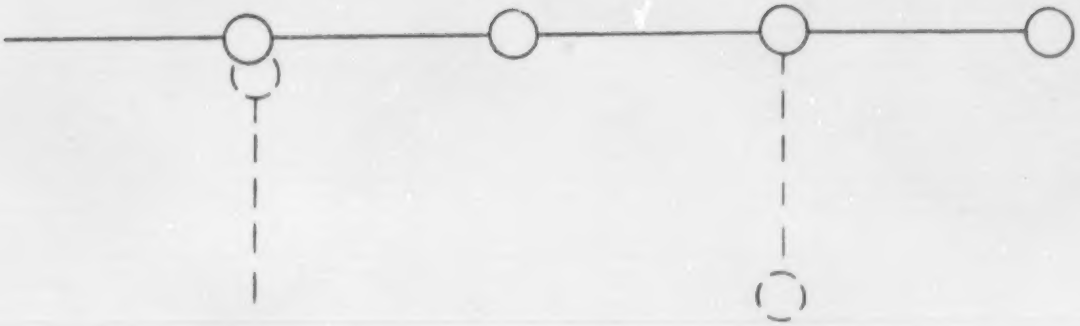
Step 1:

Step 2:



Step 3:

Step 4:



6. FLIGHT LINE WITH LATERAL SUPPORT (FROM COLUMN)

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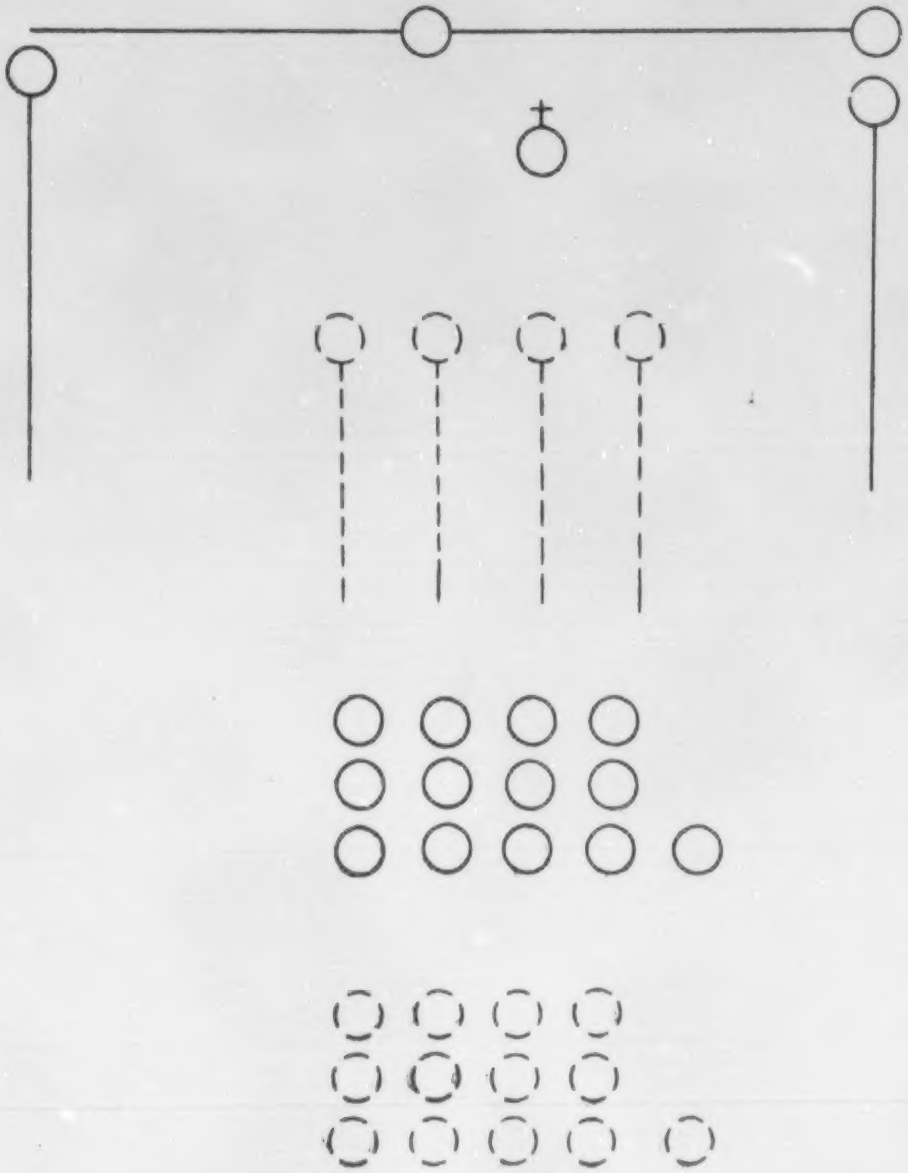
Step 1:

Step 2:



7. REAR GUARD (FROM LINE)

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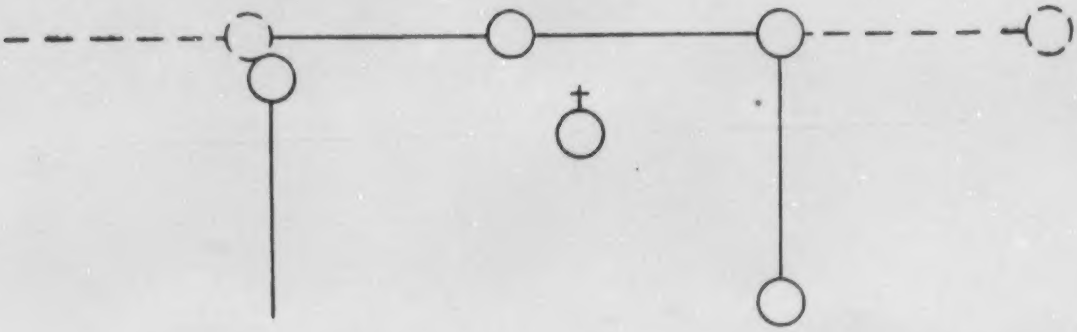

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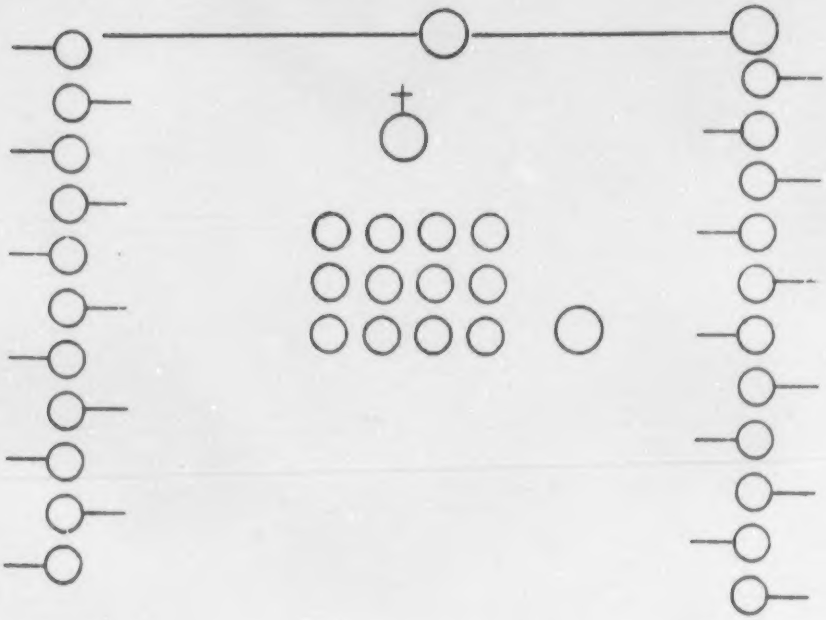

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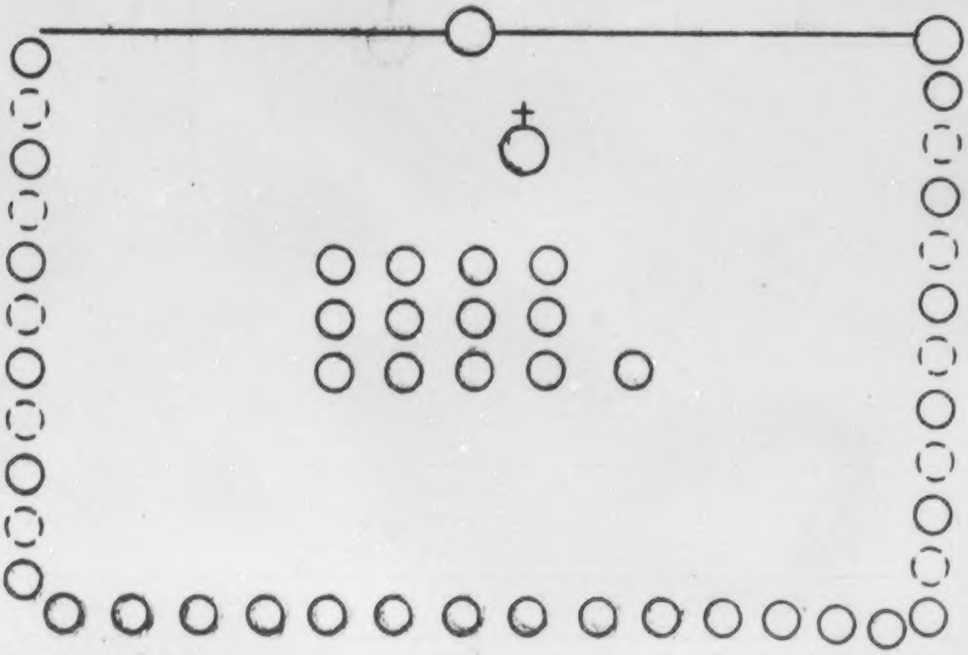

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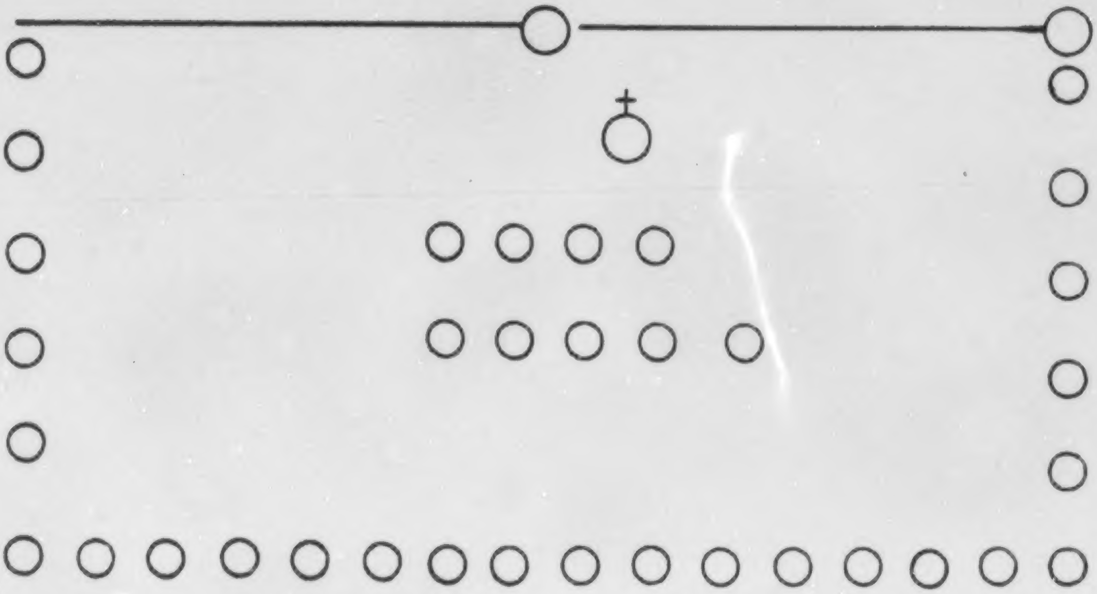
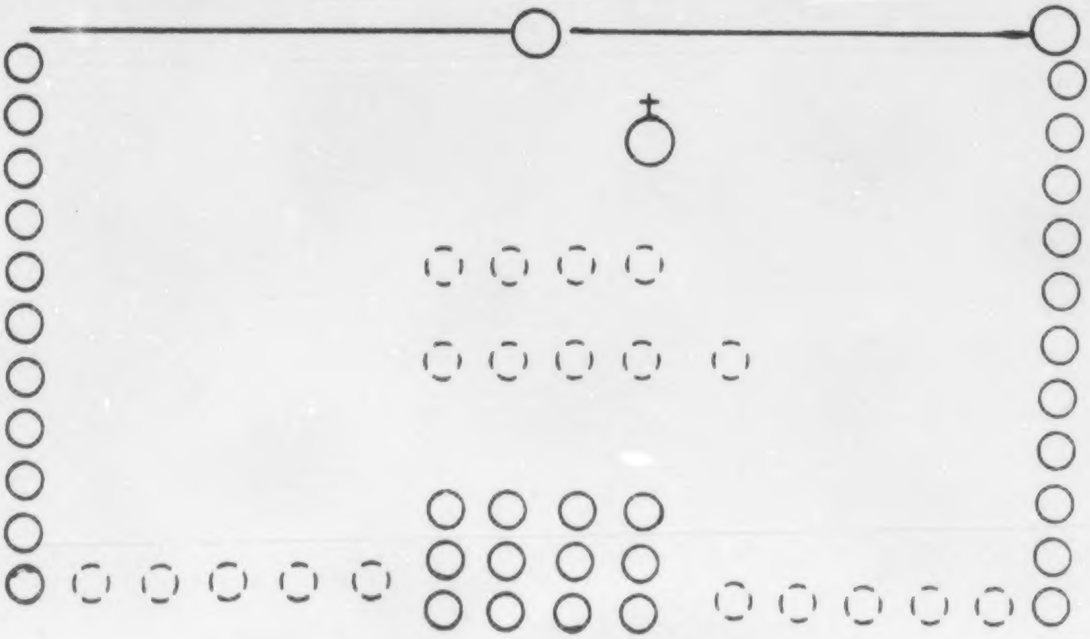
8. RECOVER FROM REAR GUARD

Step 1:

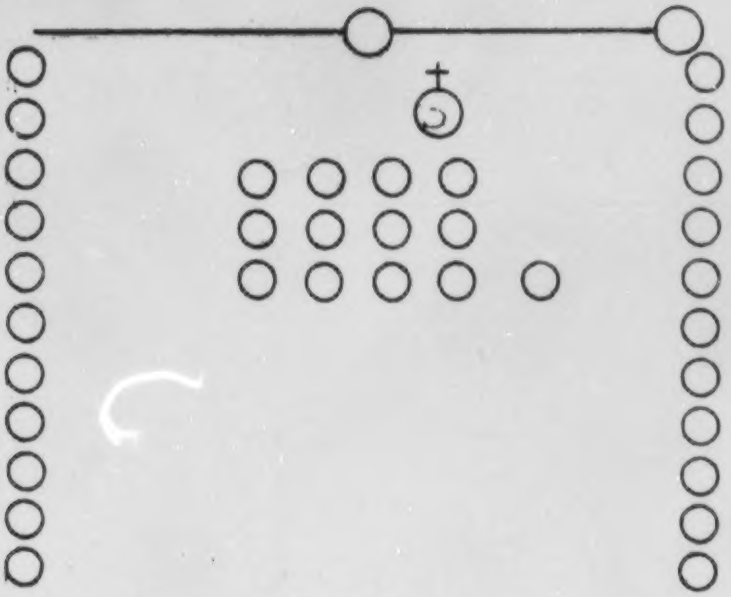


Step 2:



9. REAR GUARD FROM LATERAL SUPPORT

Step 1:



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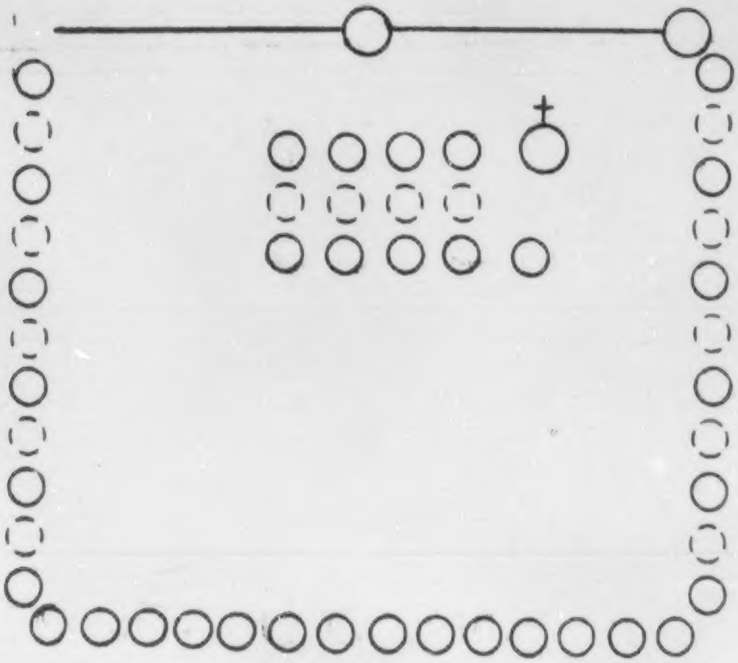
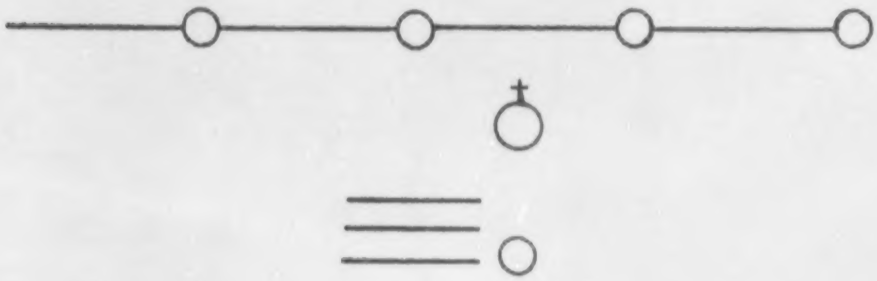


10. PREPARE FOR GAS (FROM FRONT LINE)

Step 1:



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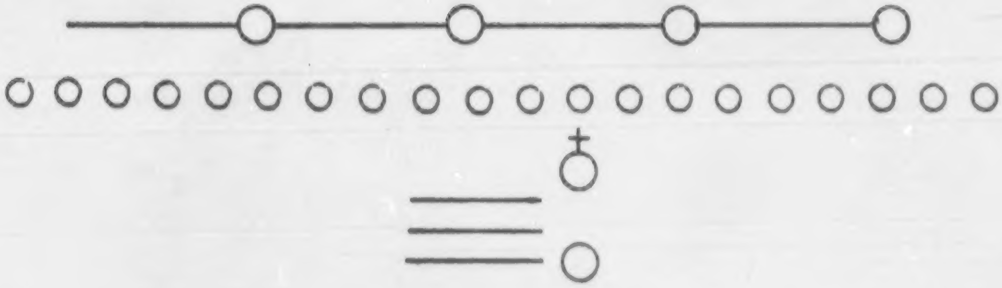

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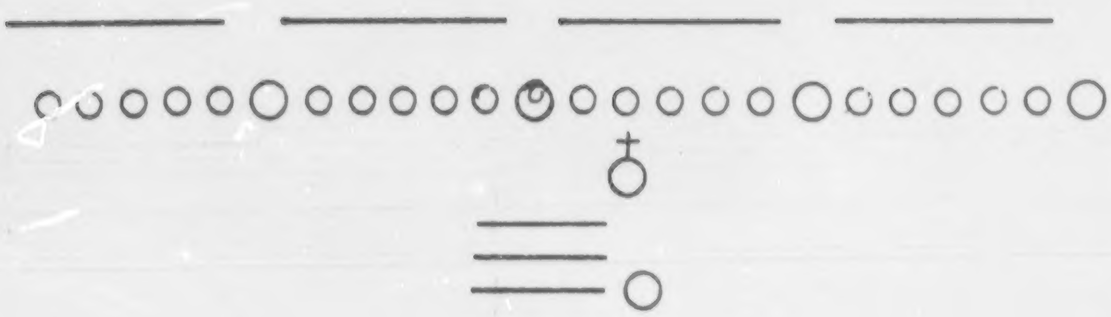
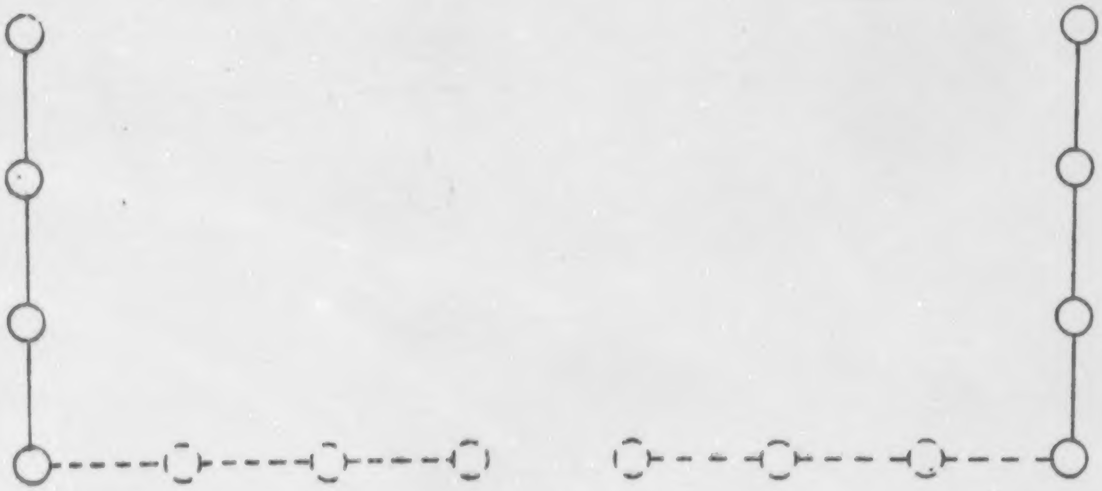


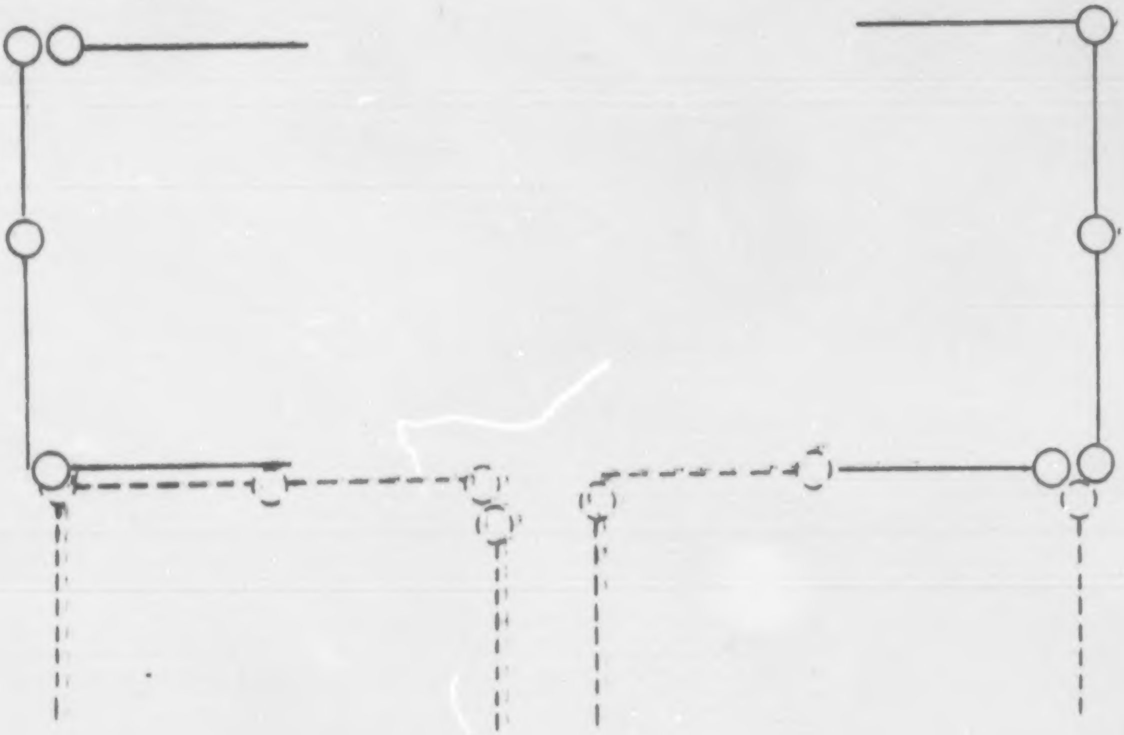
11. LEFT AND RIGHT TURN (LINE FORMATION)

Step 1:



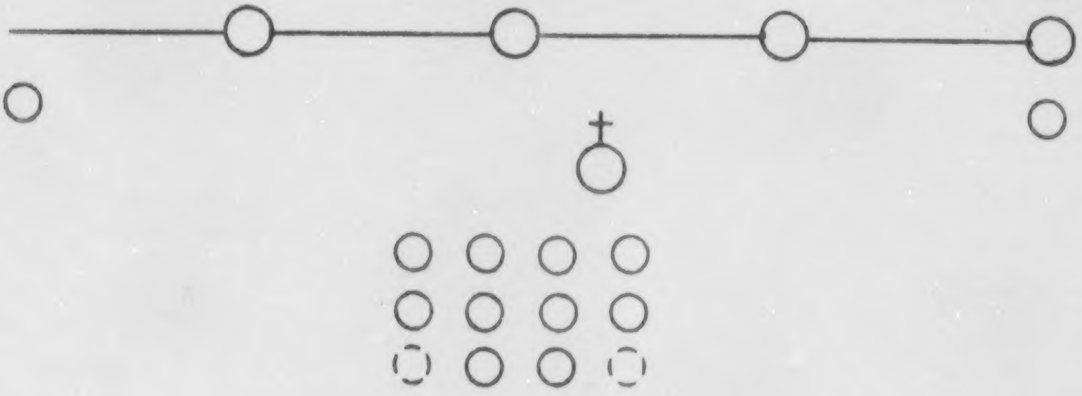
12. LEFT AND RIGHT TURN (LINE WITH LATERAL SUPPORT)

Step 1:



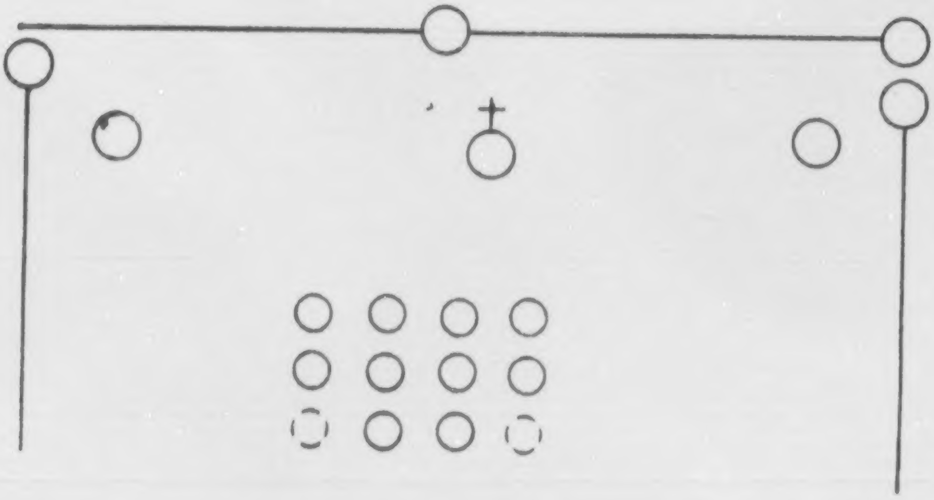
13. COVER, COVER, COVER (FROM LINE)

Step 1:



(FROM LATERAL SUPPORT)

Step 1:



COVER, COVER, COVER (FROM REAR GUARD)

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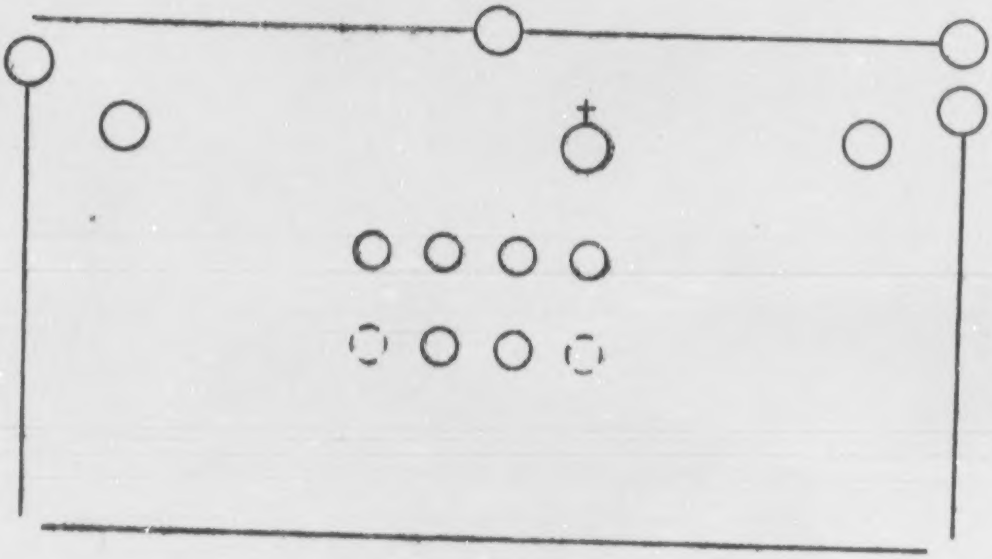
Step 1:



PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE Law Enforcement Specialist 366

BLOCK NUMBER III	BLOCK TITLE Law Enforcement Procedures and Physical Management of Individuals

1 COURSE CONTENT — 2 TIME

1. Legal Considerations

a. Given situations involving a suspect, determine if jurisdiction and reasonable belief exists to make an apprehension.

b. Given situations involving suspects, determine the correct approach techniques for each situation.

c. Given situations involving a suspect, identify those situations that reflect an improper use of force.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
L3ABR81132	4 August 1977	15

SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
SH, Physical Application of Use of Force
SG, Law Enforcement Procedures
WB, Legal Considerations of Law Enforcement

Training Methods
Discussion
Performance

Instructional Guidance
Introduce and issue Study Guide, Law Enforcement Procedures. Have the students complete the assignment in Student Handout, Physical Application of Use of Force. Instruct students to complete that portion of the SG dealing with Legal Considerations and follow all instructions. Insure each student completes the criterion exercises and evaluate student progress by reviewing the exercises. Advise students, upon completion of legal Considerations of Law Enforcement, to begin Search, Seizure and Evidence. Lead a discussion on key points of the Study Guide.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE Law Enforcement Specialist 368
BLOCK NUMBER III	BLOCK TITLE Law Enforcement Procedures and Physical Management of Individuals

1 COURSE CONTENT | 2 TIME

2. Search and Seizure

a. Given situations concerning searches of persons and premises, determine those situations in which an unreasonable search has been conducted with no more than three errors.

b. Given simulated legal authority to conduct searches of premises and vehicles, conduct one premises and one vehicle search. Mark, tag and record those items of evidence found on an AF Form 52, IAW AFR 125-3, with assistance.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
L3ABR81132	4 August 1977	17

COURSE CONTENT

SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
SG, Law Enforcement Procedures
WB, Searches and Seizures and Evidence

Audio Visual Aids
Film: TF 6727, Search and Seizure

Training Equipment
Vehicle, Sedan (30)

Training Methods
Discussion
Performance
CTT Assignments

Instructional Guidance
Introduce, show and critique film TF 6727, Search and Seizure. Instruct students to complete that portion of the Study Guide, Law Enforcement Procedures dealing with search and seizure and follow all instructions. Insure each student completes the criterion exercises and evaluate student progress. Provide assistance as needed. Lead a discussion on key points of the text.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE
	Law Enforcement Specialist 370

BLOCK NUMBER	BLOCK TITLE
III	Law Enforcement Procedures and Physical Management of Individuals

1 COURSE CONTENT — 2 TIME

3. Physical Apprehension and Restraint Techniques

a. Presented with a student/suspect, search the suspect using the appropriate search technique IAW AFR 125-3.

b. Presented with a student/suspect, perform the proper restraint technique necessary to physically take into custody a person who is being placed under apprehension, with assistance IAW AFR 125-3.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
L3ABR81132	4 August 1977	19

SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
SH, Physical Application of Use of Force

Audio Visual Aids
Film: FLC 4/010MA, Defensive Tactics III
Flipchart, Searches, Handcuffs

Training Equipment
Gym Mats (6)
Handcuffs (2)

Training Methods
Demonstration
Performance
CTT Assignments

Multiple Instructor Requirements
Safety, Supervision (6)

Instructional Guidance
Position students in appropriate positions on mats commensurate with safety factors. Discuss safety procedures.

Mir: An Instructor/Student Ratio of one instructor per six students is essential to monitor and control group activities and to evaluate students throughout performance exercises.

LESSON PLAN

L3ABR81132

TECHNICAL TRAINING

LAW ENFORCEMENT SPECIALIST

BLOCK III

4 August 1977

LAW ENFORCEMENT PROCEDURES AND PHYSICAL MANAGEMENT OF INDIVIDUALS

HEADQUARTERS 3250 TECHNICAL TRAINING WING (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas

ATC FORM 214 (JAN 76) OBSOLETES ATC FORMS 214, MAY 69, 522, NOV 63 AND 523, MAY 71. STANDARD COVERSHEET

LEGAL CONSIDERATIONS FOR LAW ENFORCEMENT

EVALUATION (Answer Keys)

EXERCISE #1

________ 1

___X___ 2

________ 3

________ 4

________ 5

________ 6

___X___ 7

EXERCISE #2

________ 1

___X___ 2

________ 3

___X___ 4

EXERCISE #3

________ 1

________ 2

___X___ 3

________ 4

EXERCISE #4

___X___ 1

___X___ 2

________ 3

___X___ 4

ATTACHMENT #1 - Legal Considerations of Law Enforcement

Lead a one hour discussion covering the following points of the programmed text:

1. Definition of Military Jurisdiction:
   - a. Authority, capacity, power or right to act as applied to the military
   - b. Right to charge a person with an offense and try the case in a court
2. Types of Military Jurisdiction:
   - a. Military Government
   - b. Martial Law
   - c. International Law
   - d. Military Law
3. Elements and Sources of Jurisdiction.
   - a. Sources
     - (1) Constitution
     - (2) Federal Statutes
     - (3) International Law
   - b. Elements
     - (1) Person (Article 2, UCMJ)
     - (2) Offense (Articles 77 thru 134, UCMJ)
4. Security Police Authority to Enforce Military Law:
   - a. Paragraph 19a, MCM
   - b. Article 7b, UCMJ
5. Posse Comitatus Act and Citizens Right to Arrest.

PART II - TEACHING GUIDE

1. All students should have already received programmed text "Search, Seizure and Evidence" and an introduction on the text, if not, do so at this time.

2. Introduce, show and critique film TF 6727, Search and Seizure.

3. Instruct student to complete the Programmed Text, as assigned study.

4. Insure instructions are understood by all students and advise the students that they should request instructor assistance whenever necessary.

5. Evaluate student progress by checking completed criterion exercise, using the answer keys in the lesson plan. If the student makes more errors than specified for each criterion exercise, have him reaccomplish the exercise until he attains the objective. Inform students that they should not attempt to guess at any of the responses, but to use the text in finding the correct answer.

6. For those students needing additional assistance or remedial training:

   Give individual instruction as much as possible, or assign additional instructor(s) to assist, or

   Assign advanced student(s) (Peer instruction) to assist, or

   Retain student for additional formal training

7. After each criterion objective is satisfied, initial ATC Form 667, and have students continue in the text or to the next unit of instruction.

8. Lead a discussion on key points of the text.

9. Upon satisfactory completion of criterion exercise #4, assign students criterion exercise #5, and have each student conduct one premise search, and one vehicle search IAW stated objective. The tagging and marking of evidence will be recorded on the back cover, Search, Seizure and Evidence Work Book. Should a student fail to attain the objective, he will be assigned another criterion exercise.

10. On day 13 and 14, assign outside studey as appropriate.

11

EX # 2A (ROOM SEARCH) **EVIDENTIAL OR ACQUIRED PROPERTY RECORD**		COMPLAINT OR CASE NR.
NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY 3700 Security Police Squadron, Lackland AFB, Tx 78236	BY WHOM RECEIVED John P. Student	BIN NR.
NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED John E. Doe, 3799th Student Squadron, Lackland AFB, Tx		PURPOSE OF ACQUISITION Evidence
LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)* Room #22, Dormitory 7475, Lackland AFB, Tx		

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)*
1	1	Seiko Watch, Silver in color, Serial #9683750
		- - - - - - - - - - - - - - - - LAST ITEM - - - - - - - - - - - - - - - -

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at 1415 hours on 3 January 1976 from John E. Doe
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME John E. Doe	ORGANIZATION OR ADDRESS 3799th Sturon, LAFB, Tx	SIGNATURE Refused to sign
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME John P. Student	ORGANIZATION OR ADDRESS 3700SPS, LAFB, Tx	SIGNATURE John P. Student
WITNESS	TYPED OR PRINTED NAME John H. Student	ORGANIZATION OR ADDRESS 3799th Sturon, LAFB, Tx	SIGNATURE John H. Student

AF FORM 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

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CHAI CUSTODY

(*Include typed or printed name and organization, or address of the transferor and transferee and their signature*)

ITEM NR.	QUANTITY	DATE	FROM	TO (*Include Postal Registry Nr.. Voucher Nr.. etc*)	PURPOSE OF CHANGE OF CUSTODY
1	1	3 Jan 76	John P. Student 3700 SPS, LAFB, Tx John P Student	R. Smith 3700 SPS, LAFB, Tx R Smith	Safe Keeping
1	1	3 Jan 76	R. Smith 3700 SPS, LAFB, Tx R Smith	E. Custodian 3700 SPS, LAFB, Tx E. Custodian	Safe Keeping

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

377

* U.S. GOVERNMENT PRINTING OFFICE : [illegible]

EVALUATION (Answer Key)

EXERCISE #1

_______ 1

X 2

X 3

X 4

EXERCISE #2

_______ 1

_______ 2

X 3

_______ 4

_______ 5

_______ 6

EXERCISE #3

c 1

c 2

a,b 3

d 4

c 5

c 6

a,b 7

c 8

EXERCISE #4

a 1

a,d 2

b,c 3

a,d,e 4

e,b 5

EXERCISE #5

Using the completed form on the next page, check the AF Form 52's completed by the students

EXERCISE #6

Monitor student performance of search techniques, completion of AF Form 52 and mark/tag procedures

EVALUATION (Answer Key)

EXERCISE #6

Following each exercise, the students will bring you the items listed below:

1A. One knife, black in color, approximately 8 inches in length.

2A. Marijuana and associated paraphernalia.

3A. $20 bill, serial #100070.

2B. Heroin and associated paraphernalia.

4B. One knife, black in color, approximately 8 inches in length.

380

PART II - TEACHING GUIDE

INTRODUCTION (40 Minutes)

Introduce PART and inform the students what is expected of them. Explain that this portion of training will provide them with important knowledge and skills, required of a Security Policeman. Accomplish the following:

a. Have students place personal belongings and equipment in assigned areas.

b. Assign students to working position (standing) on the mats and explain use of the position.

c. Assign students to observing positions (sitting) and explain use of the position.

d. Brief students on Block III procedures to include fire evacuation procedures, safety and personal hygiene.

e. Introduce, show and critque film: Defensive Tactics III.

BODY (15 Hours)

PRESENTATION:

I. Presented with a student/suspect, search the suspect using the appropraite search techniques IAW APR 125-3.

1. Wall Search

a. Explain positions and responsibilities of the searching and assisting policemen.

b. Use an assistant instructor team to demonstrate the wall search.

c. Explain the two-point controls.

d. Explain a systematic search.

e. Explain search of suspect's right side.

f. Explain change over of searching security policemen.

(1) Single suspect.

(2) Multiple suspect.

g. Explain search of suspect's left side or opposite side.

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APPLICATION:

2. Have students perform techniques of wall search using their partner as suspect.

EVALUATION:

3. Observe each student's ability to conduct a search.

   (1) Student in command and control of suspect.

   (2) Student coordinated during search.

   (3) Student's attitude.

   (4) Suspect properly positioned and balanced.

   (5) Search methods

4. Kneeling Search

   a. Explain that this is the handcuffing position.

   b. Reemphasize position and responsibilities of searching and assisting security policemen.

   c. Using an assistant instructor team to demonstrate, explain the following:

      (1) Getting suspect into kneeling position

      (2) Applying handcuffs

      (3) Conducting search

APPLICATION:

5. Have each student perform the kneeling search using their partner as suspect and/or assisting security policeman.

EVALUATION:

6. Observe each student's ability to conduct a search.

   (1) Command and control of suspect.

   (2) Coordinated during search.

   (3) Attitude.

   (4) Position and balance of suspect.

(5) Conducting Search

7. Ground Search

a. Reemphasize position and responsibilities of searching and assisting security policeman.

b. Using an assistant instructor team to demonstrate explain:

(1) Methods of conducting the search

(2) Applying handcuffs

APPLICATION:

8. Have each student perform the ground search using his partner as suspect.

EVALUATION:

9. Observe each student's ability to conduct a search.

(1) Command and control of suspect

(2) Coordinated during search

(3) Attitude

(4) Conducting search

(5) Apply handcuffing techniques.

II. Presented with a student/suspect, perform the proper restraint techniques necessary to physically take into custody a person who is being placed under apprehension, with assistance IAW AFR 125-3.

1. Handcuffs

a. Discuss the operation of handcuffs

(1) Single locking

(2) Double locking

b. Discuss wearing of handcuffs and how they are positioned in and withdrawn from the pouch

c. Discuss rules of handcuffing and safety factors.

d. Demonstrate handcuffing techniques from the stnading position and explain that the purpose of this exercise is to properly apply the handcuffs.

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APPLICATION:

2. Have each student apply handcuffs on their partner

EVALUATION:

3. Observe each student's ability to apply the handcuffs

   (1) Command and control of suspect.

   (2) Coordinated while applying handcuffs

   (3) Attitude

   (4) Handcuffing techniques

4. Comealongs

   a. Explain why comealongs are necessary, what they are, when to apply, and degree of force used.

   b. People encountered:

      (1) People who feel pain

      (2) Passive resistance people

      (3) Incapacitated persons

   c. Elements of any technique

      (1) Speed

      (2) Surprise

      (3) Skill

   d. The neutral position

      (1) Explain that "READY" is training command to assume this position

      (2) Have an AI demonstrate the position and stress safety precautions

      (3) Brief the students that all techniques will begin from this position

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5. Rear Arm Lock

a. Explain the four steps of applying the rear arm lock while demonstrated by an assistant instructor team.

(1) Contact

(2) Pivot

(3) Control

(4) Movement

b. Explain techniques of using a rear arm lock and moving into wall search position while an AI team demonstrates.

c. Explain the takedown procedures while an AI team demonstrates.

APPLICATION:

6. Have students perform a rear arm lock and takedown using their partner as suspect.

EVALUATION:

7. Evaluate the following:

(1) Attitude

(2) Application of rear arm lock steps

(3) Application of takedown

8. Police Arm Bar

a. Explain the four steps of applying the police arm bar while demonstrated by an AI team.

(1) Contact

(2) Pivot

(3) Control

(4) Movement

b. Explain techniques of using a police arm bar and moving suspect into wall search position while an AI team demonstrates.

c. Explain the takedown procedures while an AI team demonstrates.

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APPLICATION:

9. Have students perform a police arm bar and takedown using their partner as suspect.

EVALUATION:

10. Evaluate the following:

(1) Attitude

(2) Application of police arm bar steps

(3) Application of takedown

11. Shoulder Arm Bar

a. Explain the four steps of applying the shoulder arm bar while demonstrated by an AI team.

(1) Contact

(2) Pivot

(3) Control

(4) Movement

b. Explain techniques of using a shoulder arm bar and moving suspect into wall search position while an AI team demonstrates.

c. Explain the takedown procedures while an AI team demonstrates.

APPLICATION:

12. Have students perform a shoulder arm bar and takedown using their partner as suspect.

EVALUATION:

13. Evaluate the following:

(1) Attitude

(2) Application of shoulder arm bar steps

(3) Applicaiton of takedown

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14. Upper Lip Pressure

a. Explain the three steps of applying upper lip pressure while an AI team demonstrates.

(1) Approach

(2) Contact

(3) Movement

b. Explain that the rear neck drag, which will be taught later, can be easily applied from this hold.

APPLICATION:

15. Evaluate the following:

a. Attitude

b. Application of techniques

16. Ear Pressure

a. Explain the three steps of applying ear pressure while an AI team demonstrates.

(1) Approach

(2) Contact

(3) Movement

b. Explain that the rear neck drag, which will be taught later, can be easily applied from this hold.

APPLICATION:

17. Have students perform the technique using their partner as suspect.

EVALUATION:

18. Evaluate the following:

(1) Attitude

(2) Application of techniques

387

19. Rear Neck Drag

a. Explain that this technique is applied from the upper lip pressure or ear pressure holds if the suspect becomes resistant or aggressive.

b. Explain the three steps of applying the rear neck drag while an AI team demonstrates.

APPLICATION:

20. Have students perform the technique using their partner as suspect.

EVALUATION:

21. Evaluate the following:

(1) Attitude

(2) Application of technique

22. Two Man Carry

a. Explain the three steps of the two man carry while an AI team demonstrates.

(1) Approach and contact

(2) Control

(3) Movement

b. Explain the takedown technique while an AI team demonstrates.

APPLICATION:

23. Divide students into groups of three and have them perform the two man carry each performing as security policeman on left side, right side and suspect.

24. Have same groups perform technique with takedown.

EVALUATION:

25. Evaluate the following:

(1) Attitude

(2) Applicaiton of two man carry

(3) Application of takedown

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26. Two Man Carry (Variation)

a. Explain the three steps of the two man carry variation while an AI team demonstrates.

(1) Approach and contact

(2) Control

(3) Movement

b. Explain the takedown technique while an AI team demonstrates.

APPLICATION:

27. Divide students into groups of three and have them perform the two man carry variation - each performing as security policeman on left side, right side and suspect.

28. Have same groups perform technique with takedown

EVALUATION:

29. Evaluate the following:

(1) Attitude

(2) Application of two man carry variation

(3) Application of takedown

30. Unarmed Defense

a. Introduce unarmed defense and explain:

(1) What it is

(2) Why it is necessary

(3) When to use it and degree of force

(4) Types of people encountered

(5) Two groups of common attacks

(a) Contact attacks

(b) Motion attacks

31. Arm Grab (One Hand)

a. Explain breakaway from one hand grab while AI team demonstrates:

(1) Spread fingers

(2) Rotate wrist

(3) Lever action

b. Explain breakaway with face smash while AI team demonstrates.

APPLICATION:

32. Have students perform breakaway and breakaway with face smash from one hand arm grab using partner as attacker.

EVALUATION:

33. Evaluate the following:

(1) Attitude

(2) Breakaway techniques

(3) Breakaway and face smash techniques

34. Arm Grab (Two Hands)

a. Explain difficulty of breakaway from two hand arm grab while an AI team demonstrates.

b. Explain face smash and breakaway from two hand arm grab while an AI team demonstrates.

APPLICATION:

35. Have students perform face smash and breakaway from two hand arm grab using partner as suspect.

EVALUATION:

36. Evaluate the following:

(1) Attitude

(2) Face smash technique

(3) Breakaway

37. Chest Grab

a. Explain the three steps of applying an arm bar from a chest grab while an AI team demonstrates:

(1) Contact and control

(2) Pivot

(3) Takedown

b. Explain face smash breakaway techniques from a chest grab while an AI team demonstrates:

(1) Contract and control

(2) Pivot

(3) Face smash

APPLICATION:

38. Have students apply arm bar techniques from a chest grab with partner being attacker.

39. Have students apply face smash breakaway techniques from a chest grab with partner being attacker.

EVALUATION:

40. Evaluate the following:

(1) Attitude

(2) Arm bar techniques

(3) Face smash breakaway techniques

41. Rear Grab

a. Explain two steps of a breakaway from a rear grab while an AI team demonstrates.

(1) Contact and Pivot

(2) Breakaway

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APPLICATION:

42. Have students apply breakaway techniques when grabbed from rear by partner.

EVALUATION:

43. Evaluate the following:

(1) Attitude

(2) Contact and Pivot

(3) Breakaway

44. Hair Grab

a. Explain the four steps of applying the arm bar techniques from a frontal hair grab, while an AI team demonstrates.

(1) Contact

(2) Control

(3) Pivot

(4) Takedown

b. Explain the three steps of a kick breakaway from a frontal hair attack, while an AI team demonstrates.

(1) Contact

(2) Control

(3) Kick

APPLICATION:

45. Have students apply arm bar techniques from a frontal hair grab by partner.

46. Have students apply kick breakaway techniques from a frontal hair grab by partner.

402

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EVALUATION:

47. Evaluate the following:

(1) Attitude

(2) Arm bar techniques

(3) Kick breakaway techniques

48. Chest Push

a. Explain the four steps to apply the arm bar techniques from a chest push while an AI team demonstrates:

(1) Contact

(2) Control

(3) Pivot

(4) Takedown

b. Explain the three steps of a kick breakaway from a chest push attack, while an AI team demonstrates:

(1) Contact

(2) Control

(3) Kick

APPLICATION:

49. Have students apply arm bar techniques from chest push by partner.

50. Have students apply kick breakaway techniques from a chest push by partner.

EVALUATION:

51. Evaluate the following:

(1) Attitude

(2) Arm bar techniques

(3) Kick breakaway techniques

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52. Rear Body Hold Over the Arms

a. Explain the two steps of a groin smash breakaway from a rear body hold over the arms, while an AI team demonstrates.

(1) Contact

(2) Groin Smash

APPLICATION:

53. Have students apply groin smash breakaway techniques from a rear body hold over the arms applied by their partner.

EVALUATION:

54. Evaluate the following:

(1) Attitude

(2) Contact

(3) Groin smash breakaway

55. Headlock

a. Explain defense techniques against a headlock applied from the front, while an AI team demonstrates.

b. Explain defense techniques against a headlock applied from your left side, while an AI team demonstrates. (Attacker facing same direction as suspect)

APPLICATION:

56. Have students apply defense techniques against a frontal headlock when attacked by partner.

57. Have students apply defense techniques against a headlock applied from left side when attacked by partner. (Attacker facing same direction as suspect)

EVALUATION:

58. Evaluate the following:

(1) Attitude

(2) Groin Grab (Frontal Attack)

(3) Groin Smash (Same Direction)

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59. Choke Hold (Front)

a. Explain the three steps of applying an arm bar from a choke attack, while an AI team demonstrates.

(1) Contact

(2) Control

(3) Arm bar takedown

b. Explain the two steps of a breakaway from a choke while an AI team demonstrates:

(1) Contract

(2) Breakaway

APPLICATION:

60. Have students apply arm bar techniques and takedown from a front choke applied by partner.

61. Have students apply the breakaway techniques from a front chok applied by partner.

EVALUATION:

62. Evaluate the following:

(1) Attitude

(2) Arm bar and take down techniques

(3) Breakaway techniques

63. Choke Hold (Read)

a. Explain the groin smash breakaway techniques from a choke hold, while an AI team demonstrates.

APPLICATION:

64. Have students apply the groin smash breakaway techniques from a choke hold applied by their partner.

EVALUATION:

65. Evaluate the following:

(1) Attitude

(2) Groin Smash Breakaway

66. Hand Attack

a. Explain the two steps of unarmed defense against a hand attack, while an AI team demonstrates:

(1) Pivot

(2) Kick

APPLICATION:

67. Have students apply self-defense techniques against a hand attack from their partner.

EVALUATION:

68. Evaluate the following:

a. Attitude

b. Pivot

c. Kick

69. Foot Attack

a. Explain the two steps of unarmed defense against a hand attack, while an AI team demonstrates:

(1) Pivot

(2) Scoop

APPLICATION:

70. Have students apply self-defense techniques against a hand attack from their partner.

EVALUATION:

71. Evaluate the following:

(1) Attitude

(2) Pivot

(3) Scoop

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72. Attack with Striking Objects

a. Explain the three steps of self-defense against an attack with striking objects, while an AI team demonstrates:

(1) Pivot

(2) Step

(3) Face Smash

APPLICATION:

73. Have students apply self-defense techniques against an attack with striking object as applied by their partner.

EVALUATION:

74. Evaluate the following:

(1) Attitude

(2) Pivot

(3) Step

(4) Face Smash

75. Attack with Stabbing or Cutting Objects

a. Explain the self-defense techniques against an attack with stabbing or cutting objects, while an AI team demonstrates.

APPLICATION:

76. Have students apply self-defense techniques against an attack with stabbing or cutting objects as applied by their partner.

EVALUATION:

77. Evaluate the following:

(1) Attitude

(2) Defense techniques

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CONCLUSION (20 Minutes)

Reemphasize the main points clearing up any pertinent questions the students have.

Inform the students that on Day 16 they will have a four hour unit of instruction on communications. Assign the students a two hour study assignment in the Programmed Text, "Communications."

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END OF DAY SUMMARY

SUMMARY	1. Restate objectives of the lesson 2. Emphasize the areas of major importance 3. Use oral questions to determine areas to be retaught
ASSIGNMENT	1. Identify study material 2. Give cause for student to study assignment 3. Mention method of study and remphasis on safety 4. Emphasis that the student must continue to practice these techniques in order to attain a high degree of proficiency

INSTRODUCTION TO NEW DAY'S WORK

1. Arouse student interest
2. Review items of major importance
3. State objectives to be covered on this particular day
4. Continue presentation beginning where it ended the previous day

HANDOUT

3ABR81132

Technical Training

Law Enforcement Specialist

PHYSICAL APPLICATION OF USE OF FORCE

April 1978

HEADQUARTERS 3280TH TECHNICAL TRAINING GROUP
USAF Technical Training School
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

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FOREWORD

This text is designed to support Course 3ABR81132, Law Enforcement Specialist. It contains necessary information, presented in the preferred teaching sequence, and expands on the approved plan of instruction for each unit. It is used for directed reading assignments and practical application of individual skills during attendance in the course. This text may be retained by you after you complete the course. All other course materials furnished (unless otherwise stated in the publication) must be returned to your instructor prior to graduation.

SPECIAL INSTRUCTIONS

At this point, your training will be subdivided into two major areas. The first is the completion of this text at your own rate of speed. When you complete this reading assignment begin with the next unit of instruction. The second is your practical application of apprehension techniques and the searching of individuals outside the normal classroom.

During this portion of instruction your class day will consist of 3 hours of academic work in this text and 3 hours of physical application of those procedures discussed herein in the Gym.

This reading assignment is presented in the conventional format, and does not contain the frames or exercises as your previous lessons did. It is designed to supplement your individual performance and cannot be used as a self-instructional package. Your instructor will guide you through each step as it is presented herein by demonstrating how each technique is performed. You will then practice each technique until you can effectively perform it with reasonable speed and accuracy, and with no assistance from the instructor.

At the end of each class session, your instructor will tell you what will be taught the following day. Refer to this text as a quick review. Do this before and after each session with your instructor.

While your physical performance classes will not progress as fast as you will with this study assignment, do not stop or slow down your progress. Continue with your lesson and the next unit of instruction. But remember, before and after each session in the Gym, review this text.

Department of Security Police Training
Lackland AFB, Texas

HO 3ABR81132
April 1978

PHYSICAL APPLICATION OF USE OF FORCE

INTRODUCTION

This segment of instruction contains information concerning physical application of the use of force. It includes, in detailed from, data concerning body vulnerable points, offensive and defensive positions, use of handcuffs, search and apprehension techniques, unarmed defense, and the use of chemical aerosol irritant projectors.

When circumstances indicate that the use of force is necessary, you have at your disposal physical restraint procedures and equipment for effecting an apprehension or maintaining custody of an offender after the apprehension. Restraint procedures range from the simple application of come-alongs for those individuals who resent police authority to unarmed defense for those individuals who intend to inflict bodily harm on your person. Specialized equipment consists of applying handcuffs, the use of mace, or police baton, and weapons when other means of force fail. How each is employed (except for weapons which was covered in the preceding unit of instruction and the police baton which will be discussed later) is the theme of this unit. Also included is the physical searching of persons taken into custody.

OBJECTIVE

When you have completed this unit of instruction, you will be able to accomplish the following objectives:

1. Presented with a student/suspect, perform the proper restraint techniques necessary to physically take into custody a person who is resisting apprehension. (C)

    a. Given a student/suspect:

        (1) apply handcuffs, (E)

        (2) search suspect, (E)

        (3) apply come-alongs, (E)

        (4) apply self-defense techniques. (E)

BODY VULNERABLE POINTS

To apply reasonable force security policemen must have a thorough knowledge of the most vulnerable points of impact on the human body. The most vulnerable points of the body presented here are divided into three categories — points which can most likely cause death when struck, points where permanent injury can be inflicted, and other vulnerable points.

Whether any blow will cause death or great bodily harm is primarily determined by the angle or force in which it is struck, and any blow can cause serious injury if it is struck with sufficient force.

Attempts should be made to avoid any blows to the head or to any other area that may cause death or permanent injury. Blows to other vulnerable points should not be struck with such force as to cause serious injury.

Study the illustrations on the following pages. You should not concern yourself with memorizing the specific names of the areas shown, rather you should be able to identify those parts of the body which are most likely to cause death, where permanent injury can be inflicted, and effective striking points.

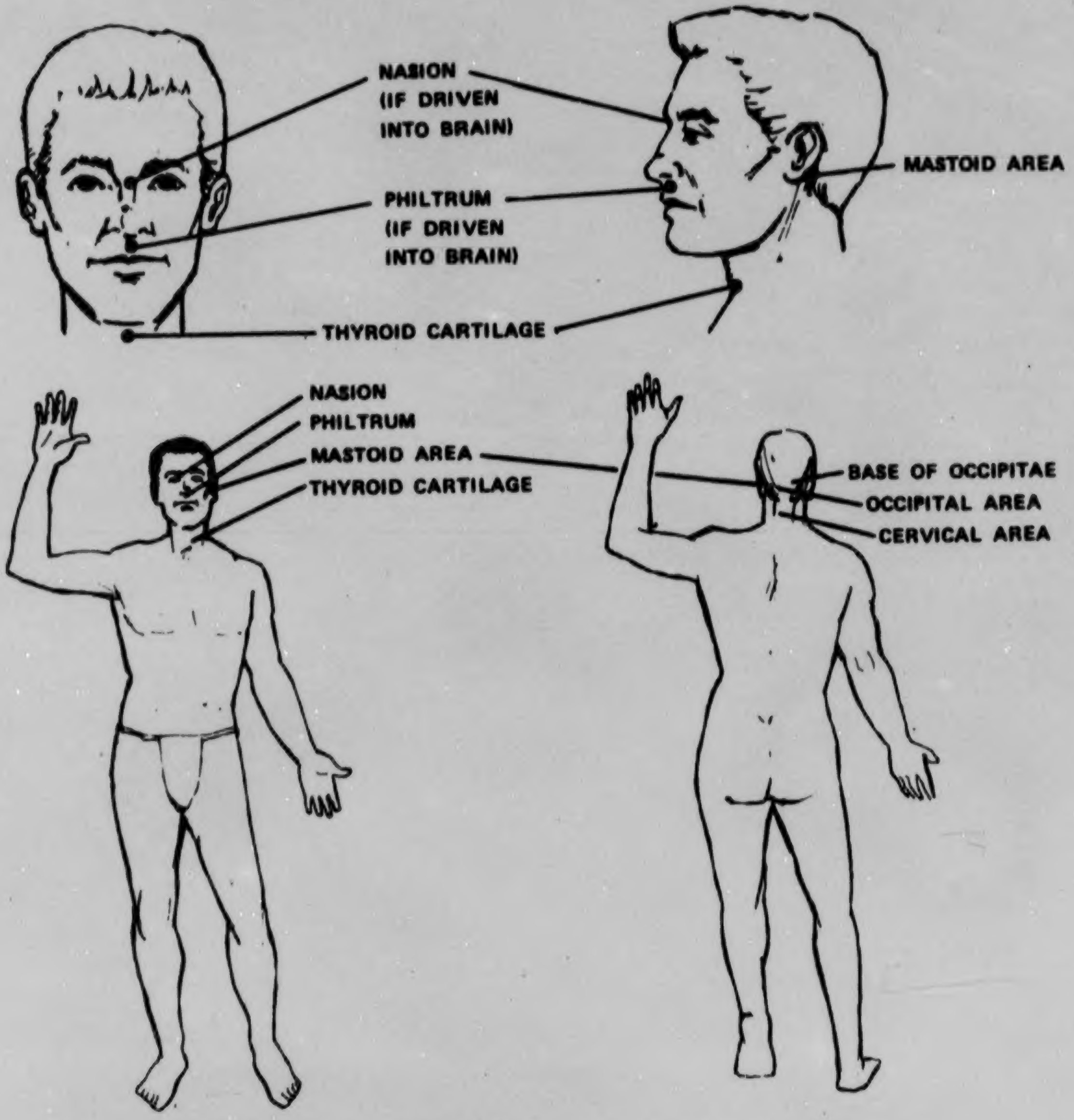

Figure 1. Points which can most likely cause death.

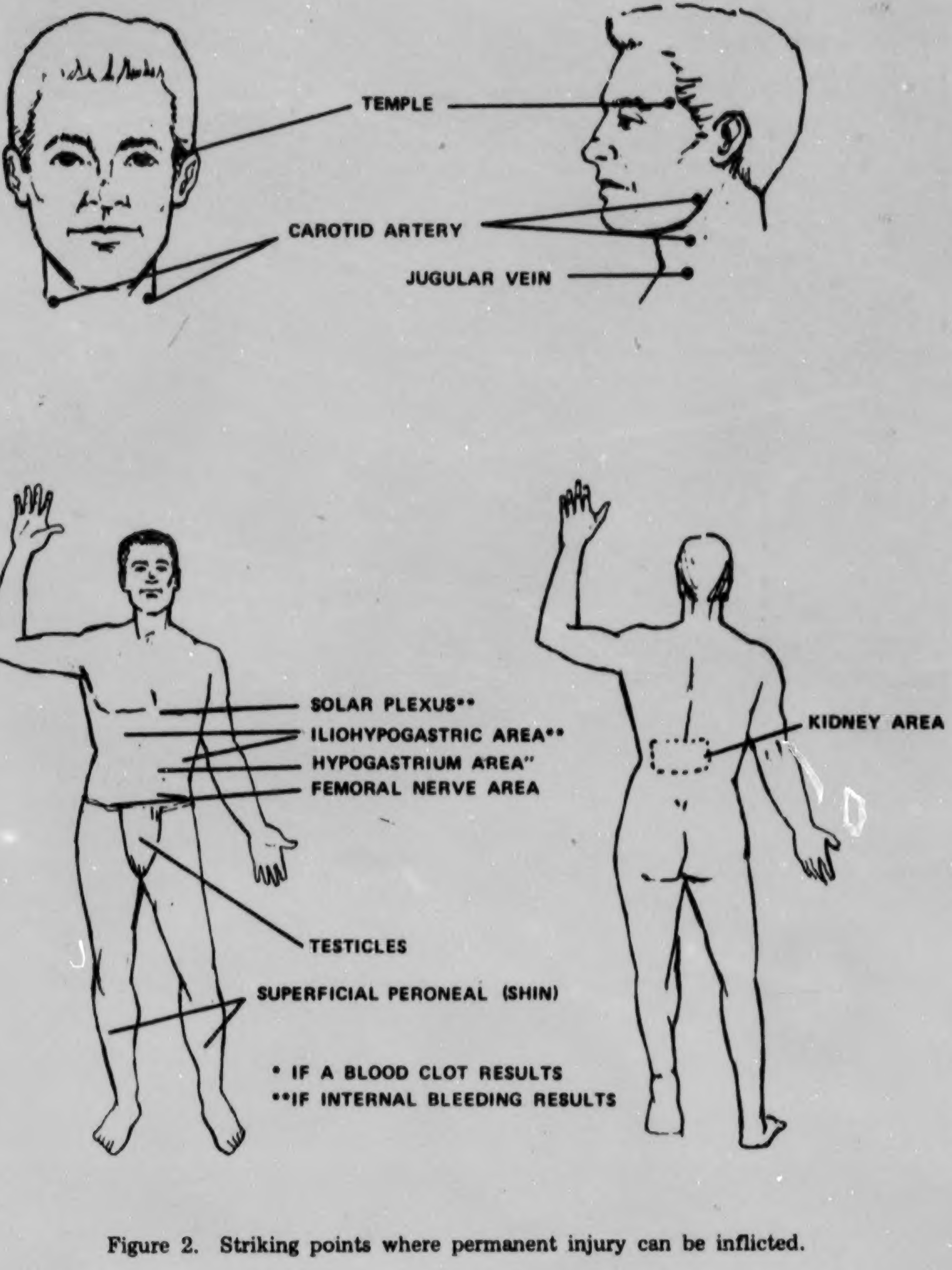

Figure 2. Striking points where permanent injury can be inflicted.

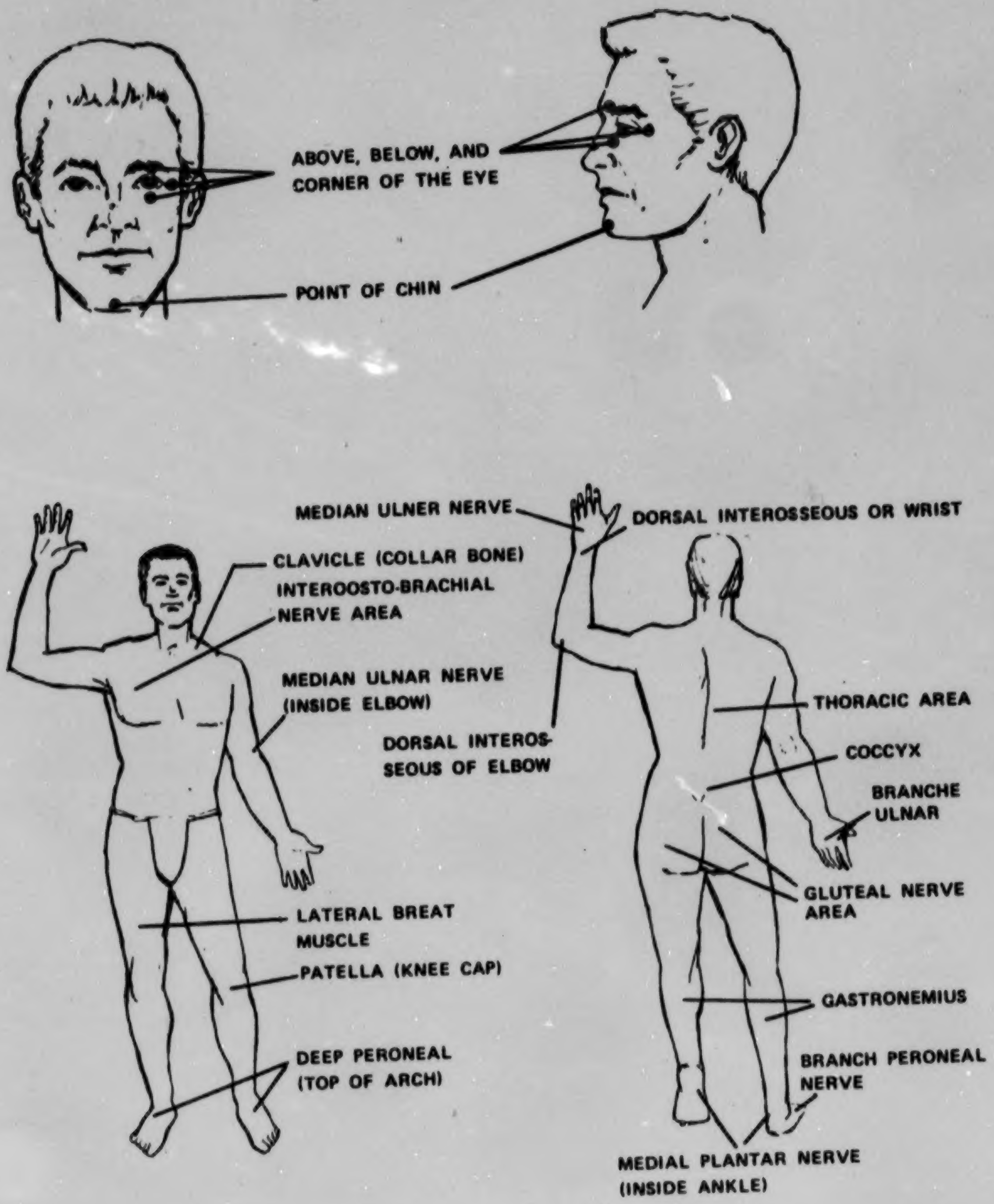

Figure 3. Effective striking points.

POSITION

When approaching a suspect, move toward him from a direction most advantageous to you. When you address a suspect, he will naturally tend to face you. Therefore, if you intend to question him or check his identification, remain far enough away so he cannot kick or strike you in one motion and assume the "neutral position." The assisting security policeman should stand to one side to assist from a position of advantage.

HANDCUFFS

Handcuffs are used to help control a person who is dangerous or violent, but only when necessary. Handcuffs are only temporary restraining devices and do not make a person helpless. He can still use his head, body, and to a certain extent, his arms. There are many ways handcuffs can be opened without keys, so never relax your vigilance because a person is wearing them. When it becomes necessary to handcuff a person, always secure his hands behind his back, palms out, and double lock the handcuffs. A person who has his hands cuffed in front has a potent weapon for striking or strangling. For additional control a belt can be used to secure the offender's hands to his body by placing a belt over the linking chain and buckling it in front. When transporting a cuffed person in a vehicle, secure him with a seat belt for his safety and yours. However, *never* handcuff a person to a fixed object while he is traveling in a vehicle, aircraft, etc. This eliminates the possibility of entrapment in case of accident or disaster.

When handcuffing a person, it is necessary to place the cuffs on him as quickly as possible. Handcuffs must be kept in a pouch and are worn on the left front side on the belt. This keeps them easily accessible yet out of open view where they can easily be grabbed by a hostile person. The handcuffs should be positioned in the pouch with the locks on opposing sides, the linking chain up, and both ratchet arms toward the belt buckle. In this position, they are ready for withdrawal and proper application without wasting time or motion.

When applying handcuffs have the suspect place his left-hand behind his back, grasp his arm or index and ring fingers with your left-hand. Withdraw the cuffs with your right-hand and drop the cuff closest to your body. Grip the linking chain with your second and ring fingers. You now have the cuffs in position to place on the suspect's wrist — ratchet arm down, key lock to the inside, and the double lock pinup. Place the ratchet arm on top of the suspect's wrist and press down smartly. The ratchet arm should rotate full circle and engage the ratchet. If it doesn't, use your right index finger to engage the ratchet arm. Move your right-hand from the linking chain to the free cuff, and pull straight-up on the cuffs only enough to maintain control of the suspect. Then, using your left-hand, close the cuff until it is snug on the suspect's wrist. While maintaining a firm grip on the free cuff with your right-hand, grasp the linking chain with your left-hand using the procedures outlined above and cuff the suspect's right wrist. After both cuffs are secure, pull straight-up on the linking chain to maintain control of the suspect and double lock the cuffs by depressing the locking pins with your handcuff key.

SEARCH TECHNIQUES

NOTE: All procedures described here begin from the right side. However, a search can start from either side and should always be started from the same side from which any apprehension technique is applied so that effective control over the suspect can be maintained.

Wall Search

This search is used primarily for suspects who are not apparently dangerous or violent, or so drunk or drugged that they cannot stand up.

POSITION OF SUSPECT. To position the suspect, have him place his hands on a wall or a similar vertical object, arms wide apart, and hands at shoulder level. Then have him move his feet about a foot from the wall and spread them apart.

POSITION OF ASSISTING SECURITY POLICEMAN. With the searching security policeman at the suspect's right side, the assisting security policeman should take a position behind the suspect where he can best maintain surveillance over the suspect and surrounding area. He must remain close enough to immediately assist the searching security policeman if necessary.

POSITION OF SEARCHING SECURITY POLICEMAN. After the suspect is in position on the wall, have him turn his face to the left. Then approach him from his right rear and grasp his right elbow with your right-hand palm down. Your hand should be placed so that your index finger and thumb are gripping his upper right arm and just touching his elbow joint. Push his arm toward the wall applying pressure perpendicular to his arm exactly opposite of the way his elbow is hinged to keep his arm locked. At the same time, place your left foot inside and in front of his right foot and parallel to his foot. You are now ready to begin the search. Any attack, escape attempt, or other resistance can be effectively countered by exerting pressure on his elbow, or by sweeping his foot to the rear, taking him down on his knees, and applying a choke hold on him.

SEARCH. Search the entire right side of the suspect from the position you are in. If the suspect is wearing a hat, remove it and search it first, paying particular attention to the area beneath the sweatband and to the seams. After searching the hat, drop it on the ground behind the suspect. It may then be used as a container for any items taken from him. Now, run your fingers through the suspect's hair and around the right side of his head. Then search the back of his neck. Work your way down the right side of his back, checking across from his spine to his side and down from his collar to his waist. Search up his right side to his armpit and up the underside of his arm to his hand. Grasp his thumb and pull it down to lift his palm off the wall and visually inspect his hand. Now check the rest of his arm from his hand to his shoulder. Search his throat and chest, working down to his waist. Starting at his waist in front, search his waistline to the small of his back. Now change the direction of pressure on his elbow from inward to upward, at a slight angle, rotating his elbow with your hand to keep the pressure opposite of the hinge in his elbow. Move your right foot back and to the right for balance, and assume a crouch position. Now search the suspect's buttocks and groin area. Search down the inside of his right leg, inside the top of his shoe, under the arch of his shoe, and back up the outside of his leg to his waist.

Move. After searching the suspect's right side, you may use one of two techniques to search the suspect's left side if you are dealing with only one suspect.

First, the assisting security policeman can assume the search position on the left side and finish the search. In this case, the security policeman who started the search will move back to the surveillance position after the second security policeman is in position.

Second, you can move to the left side and continue the search. When moving, you must maintain control of the suspect to keep him from attempting to escape, attack you, or dispose of evidence you may have not yet found. To move, recover to your initial searching position. Have the suspect turn his face toward you and slide his hands outward. Place your left-hand at the base of his neck to push and hold his shoulders to the wall. Now bring your left foot behind him by stepping over his right foot and pivoting to the left. While pivoting, push your right hip up against his buttocks to keep him from kicking you. Now, release his elbow, place your right-hand at the base of his neck, grasp his left elbow with your left-hand and step to his left with your right foot, placing it inside and in front of his left foot. Step to his left with your left foot, pivot to your right and pull him away from the wall with your right-hand. Now search the suspect's left side using the same procedures as for the right side. During any part of your search, if the suspect violently resists or attempts to escape, place him in the handcuffing position, handcuff him, and search him by starting over and using the kneeling search technique.

HANDCUFFING POSITION. After searching, if you need to handcuff the suspect, use the following procedures:

With the suspect in the wall search position, have him turn his face toward you.

Grasp the back of his neck with your right-hand placing your thumb in the nerve mass directly under his left jaw.

Now, have him slide down to his knees and guide his movement with your hands. If he refuses to kneel, place your right foot behind his left knee and push him down to his knees.

Once he is on his knees, step behind him placing your right foot against the inside of his right knee, then your left foot against the inside of his left knee. Keep your knees up against his back to keep him from sitting back on his heels.

After moving, slide your right arm around his neck with your forearm at his throat.

Spread his legs until his upper thigh muscles are taut by pushing outward on his knees with your feet.

Now have him place his left-hand behind his back and guide its movement with your left-hand.

When his left hand is behind his back, grasp his forearm or middle and ring fingers with your left hand, release your choke hold, and apply handcuffs. If he refuses to move his arm or tries to escape, spread his legs with your feet and apply choking pressure with your right arm.

Kneeling Search

This search is used in lieu of the wall search when more control of the suspect is required. It is primarily used to search violent or dangerous persons.

POSITION OF SUSPECT. Place the suspect in the handcuffing position described in the previous paragraph.

POSITION OF ASSISTING SECURITY POLICEMAN. The assisting security policeman should maintain the same position as in the wall search.

POSITION OF SEARCHING SECURITY POLICEMAN. From the handcuffing position, handcuff the suspect and grasp the links of the handcuffs with the middle and ring fingers of your left-hand. Place the arch of your right foot under the arch of the suspect's right foot. From this position you can completely control the suspect by pulling up on the handcuffs pressing him to the wall with your left knee, spreading his legs by pushing your right foot out, or choking him with your right arm.

Search. Search the right side of the suspect using the techniques described for the wall search. After searching the right side, reverse your hand and foot positions and search his left side.

Ground Search

This search is used when a person is so drunk or drugged that he cannot be made to stand. It is also used in lieu of the wall search or kneeling search when no vertical object is readily available.

POSITION OF SUSPECT. To position the suspect, have him lay face down on the ground, arms straight-out with palms up and legs spread. If the suspect is violent or dangerous, he should be handcuffed by the assisting policeman while the searching security policeman controls the suspect in the ground search position with a rear arm lock.

POSITION OF SEARCHING SECURITY POLICEMAN. After the suspect is in position, have the suspect turn his face to the left and approach him from his lower right side. With your right foot at the suspect's right side, place your left foot between his legs about halfway between his crotch and knees. Now crouch and grasp his waistband at the middle of his back with your left-hand for balance. From this position, he cannot roll over and attack you. If the suspect attempts to move his arms, raise up, kick, or roll over, drop your right knee down into the small of his back and grasp the back of his neck with your right-hand, placing your thumb in the nerve mass directly under his left jaw.

Search. With your left-hand, search the outer half of his left leg from his waist down to his shoe. Check inside the top and under his shoe. Then search up the inner half of his leg, his crotch, and his left buttock. Now switch hands and checking from his spine to his side, search up the left side of his body. Check his left armpit, the back and top of his shoulder, his neck, the left side of his head and his hair. Now, have him place his left arm behind his back, and grasp his middle finger or middle and ring fingers with your right hand. If the suspect is handcuffed, grasp the crook if his arm at the elbow. Pull his left arm toward you to lift his left side off the ground and lean your right knee against his back for balance. With your left hand, search his waistband from the middle of of his back to his belt buckle. Check his lower abdomen and groin, then checkup the front of his torso to his throat across his shoulder and down his arm to his hand. Now grasp his waistband with your left-hand for balance and release his left arm.

Move. After searching the suspect's left side you are ready to move. Have the suspect turn his face to the right. Grasp his waistband with your right-hand, and reaching over with your left-hand, grasp his neck with your thumb in the nerve mass under his right jaw. Pivoting clockwise, place your left knee on his buttocks, lift your left foot from between his legs and turn 180 degrees. Put your left foot on the ground and then place your right foot between his legs about halfway between his groin and knees. Search the suspect's right side using the same procedures as for the left side.

Complete Search

Once an offender is apprehended and taken to security police operations, he can either be released, restricted in lieu of arrest, or placed in confinement. The disposition of the offender is determined by the security police officer unless he receives disposition instructions from higher authority. In a complete search, an offender is stripped naked and his body and clothing are carefully examined. All persons placed in confinement are given complete searches, and complete searches may be conducted in other cases when circumstances justify them. Security violators who are considered possible saboteurs and suspected narcotics violators are always given complete searches because there is always the probability of well-concealed objects on the body or in the clothing of such persons. A harmless drunk whose condition improves considerably between apprehension and disposition does not require a complete search. If an offender is confined, the complete search is part of the admission procedure and is accomplished by assigned confinement personnel or a doctor. The prisoner is completely stripped, including watches, rings, and jewelry. His body is carefully examined from head to toe. His hair is combed out and all bodily openings, including mouth, nose, ears, and rectum are inspected. Every square inch of skin is examined. Particular attention is paid to the areas under the arms, between the toes and on the soles of the feet. Bandages and strips of adhesive are checked; but if the man is obviously injured, this check is normally made by a doctor during the medical examination, which is also part of the admission procedure. Most prisoners have no concealed objects on their person, but the few who do justify a complete search as part of the admission procedure.

Criterion Exercise #1 follows on the next page.

Criterion Exercise #1:

Throughout the performance portion of this unit, your instructor will be evaluating you on your ability to perform with reasonable speed and accuracy. You will be evaluated on the following:

Searches

Wall Search:

Position of suspect ____________
Position of assisting security policeman ____________
Position of searching security policeman ____________
Conduct of the search ____________
Handcuffing ____________

Kneeling Search:

Position of suspect ____________
Position of assisting security policeman ____________
Position of searching security policeman ____________
Conduct of the search ____________
Handcuffing ____________

Ground Search:

Position of suspect ____________
Position of assisting security policeman ____________
Position of searching security policeman ____________
Conduct of the search ____________
Handcuffing ____________

APPREHENSION TECHNIQUES

Apprehension techniques are used to take suspects who resist apprehension into custody by force. When used, they serve either to initiate the action of physical apprehension or as a concluding action in unarmed defense. The only limitation to using these techniques is in applying more force than is necessary to effect an apprehension. Once you decide to use one of these techniques, you must use the elements of speed and surprise along with proper application to make the technique effective. The most critical moment during technique application is when you make initial physical contact with the suspect. At this moment, you are most vulnerable to attack. Therefore, you must protect yourself by executing the techniques properly and with speed. Never telegraph your intention to apply any technique either vocally or through excessive motion. Any technique that is attempted and fails because of improper application, lack of speed, or telegraphy of intent cannot normally be executed on a second try because the element of surprise is lost. The consequences of such failure may compel you to resort to force of a more drastic measure. This must be avoided by attaining maximum proficiency in the techniques described below.

NOTE: All techniques described here are for right-handed persons. Left-hand persons reverse the procedures.

Neutral Position

All apprehension and unarmed defense techniques begin from this position. It is always used when confronting a person whether you intend to apprehend him or only question him. To assume this position, face the suspect and stand directly in front of him just far enough away so that he cannot kick you in one motion. Flex both knees slightly and place your feet about shoulder width apart. Both hands should be above waist level and forward of your body in a comfortable position. This position is the most natural and suitable position you can use. It is natural because any person you are talking to will normally face you and your stance does not look aggressive. It is suitable because you can move or strike in any required direction with minimum motion and effective speed.

Come-Alongs

Come-alongs are used to remove suspects who resist apprehension to the place you have selected to search them. They are not designed to control suspects for long periods of time and should not be so used. There are seven come-alongs described here. The first three are joint-pressure come-alongs and are used primarily on aggressive resistants who are responsive to pain. The next two techniques are nerve-pressure come-alongs used on passive resistants. Supplementing these two is the rear neck drag which is used only if a passive suspect becomes aggressive. The last technique, which has one variation, is used on persons who are not responsive to pain because they are drunk, drugged, or mentally unbalanced. All techniques described here are presented in steps for clarity but should be executed as one action.

REAR ARM LOCK. The rear arm lock is suitable for use on persons of any size.

Step 1. From the neutral position, snap your right arm out with your palm forward, fingers spread wide for maximum contact, and grab suspect's clothing at high right front shoulder. At the same time, hunch your shoulders up, tuck your chin down, and bring your left hand up beside your face palm out and fingers spread to protect your head and upper body. Swivel your right knee over to your left knee to protect your groin.

Step 2. Take a large circling step to the rear with your right foot, pivoting on the ball of your left foot and turn about 180 degrees. While pivoting, pull the suspect toward you, first using the weight of your body to break his balance forward, then pulling with your right arm. At the same time, move his right arm away from his body by striking the inside of his elbow with the back of your left hand. Now move your left hand between his arm and his body and in a snaking motion rotate your palm up, bend your elbow, grasp the back of his upper arm with your hand, and firmly lock his forearm in the crook of your arm. Pull his elbow to your chest as you complete your pivot to bring him to your left side. Bend his arm behind his back by pressing down on his upper arm with your left hand, rolling your shoulder forward, and extending your elbow out away from your body.

Step 3. Immediately upon completing your pivot, release your right hand grip, and spreading your fingers wide, put your hand on his face making sure one of your fingers is under his nose. Bring his head up by applying upward pressure on the base of his nose.

Step 4. Guiding the suspect with pressure on his arm, walk him out, stepping with your left foot when he steps with his right and vice versa.

Wall Search Position

Step 1. Walk the suspect to the wall, and when he is about a foot from the wall, place your left foot inside and in front of his right foot. Step forward with your right foot, turn his face to the left, and push his right shoulder to the wall.

Step 2. As his shoulder touches the wall, release his face and, with your right hand palm up, grasp his right wrist. Now rotate his arm counterclockwise, straighten it out, and place his right palm against the wall level with his shoulder while keeping his right shoulder pinned to the wall with left-hand pressure on his upper arm.

Step 3. Step back with your right foot, slide your right hand across to his elbow, and while applying enough pressure on his elbow to keep his palm against the wall, pull his right shoulder back from the wall with your left hand. Now have him straighten his left arm and place his left palm against the wall level with his shoulder and search him.

Kneeling Search Position. If the suspect continues to resist or attempts to escape when you relieve pressure from the rear arm lock while placing him on the wall, put your left foot behind his right knee and push him down to his knees. Then put your left arm around his neck and follow the search procedures previously discussed.

Ground Search Position.

Step 1. To take the suspect to the ground, place your left foot inside and in front of his right foot when he has stepped forward with his right foot. Pivot to the right on the balls of both feet and trip him over your left foot. Using his right arm as a lever, pull him to his knees in front of you.

Step 2. When he goes down to his knees, release his face, and quickly grasp the back of his neck with your thumb in the nerve mass directly under his right jaw. Push him down to the ground in front of you and place your right knee on the small of his back. Now follow your search procedures.

POLICE ARM BAR. The police arm bar is most effective when used on short suspects.

Step 1. Use the same procedure described in Step 1 of the rear arm lock, but instead of grabbing the suspect's clothing, grab his right wrist with your thumb across the top of his wrist.

Step 2. Using the same pivot and unbalancing technique in Step 2 of the rear arm lock, turn his wrist counterclockwise to keep him from bending his arm as you pull him. When your pivot is approximately half complete, snap your left arm out and over his shoulder in a backhand striking motion aiming your forearm at his neck. This action prevents him from spinning in your direction to avoid the hold and helps you to straighten his arm. Continue pulling his arm by bringing his hand across your chest and beyond your right shoulder while maintaining counterclockwise pressure on his arm.

Step 3. Immediately upon completing your pivot, slide your left hand to your chest, locking his upper right arm in the crook of your arm. Your left armpit should be at his shoulder and your forearm should be under his tricep' about halfway between his armpit and his elbow. Squeeze his upper arm tightly and press up on his tricep with your left forearm and twist his wrist counterclockwise with your right hand to maintain control over him. The pressure you apply in this technique does not come from using his arm like a lever. Pressure is applied by twisting his wrist and elbow on the nerves located above his elbow.

Step 4. Guiding the suspect with pressure on his arm, walk him out, using the same technique as in the rear arm lock.

Wall Search Position

Step 1. Walk the suspect to the wall, and when he is about a foot from the wall, place your left foot inside and in front of his right foot.

Step 2. Step forward with your right foot turn your body to the left and place the outer edge of his right hand against the wall level with his shoulder. Quickly release the grip you have with your left arm, grasp his elbow, and turn his palm to the wall.

Step 3. Immediately slide your right hand up to his elbow. Now pull his shoulder back from the back with your left hand. Have him place his left palm against the wall level with his shoulder and search him.

Kneeling Search Position. If the suspect continues to resist or attempts to escape when you relieve the pressure from the arm bar, place your left foot behind his right knee and push him down to his knees. Then put your left arm around his neck.

Ground Search Position

Step 1. To take the suspect to the ground, place your left foot inside and in front of his right foot when he has stepped forward with his right foot. Pivot to the right and apply forward and downward pressure on his shoulder with the inner part of your upper arm to bend him over.

Step 2. Roll your hand forward slightly so his elbow is in your chest. Using your chest as a fulcrum and his arm as a lever, drop your left shoulder and pull his hand upward while forcing his shoulder down. Keep pivoting to the right until he is forced to the ground.

Step 3. Once he is on the ground, drop your knee onto the small of his back. Release your left arm grip, grip the back of his upper arm with your left-hand, rotate his right-hand clockwise placing his forearm in the crook of your left arm and apply rear arm lock pressure. Now follow your search procedures.

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SHOULDER ARM BAR. The shoulder arm bar is a variation of the police arm bar and is particularly suitable for use on a tall adversary.

Step 1. This technique is identical to the one of the police arm bar.

Step 2. The pivot of this technique is the same as for the police arm bar. However, it must be at least 180 degrees and a pivot of 200 to 225 degrees will make this technique easier to apply. While pivoting, unbalance the suspect by pulling him toward you first using the weight of your body to break his balance to his right side; and then by using your arm to pull him. While pulling, bring his hand in front of, and higher than, your head toward your right side. At the same time, turn his wrist counterclockwise until your palm is facing out, thus straightening his arm. Then, dip your head down and pulling him until his right side contacts your left shoulder, place his arm across the back of your neck. With the back of his upper arm on your neck, pull straight down on his arm. The pressure you apply in this technique comes from using his arm as a lever and your neck as a fulcrum. Pressure is applied to his shoulder and elbow when you twist his wrist, pull down on his hand, and push-up on his upper arm with your neck.

Step 3. Reach across his back with your left-hand and grab his left arm near the shoulder. Slide your hand down his arm to his elbow or wrist and pull his arm behind his back to keep him from turning to the right.

Step 4. Use the same procedure as in the police arm bar to walk him out.

Wall Search Position

Step 1. Use the same procedure as in the police arm bar to bring the suspect's right-hand to the wall.

Step 2. After his hand contacts the wall, dip your head and pull it from under his arm. At the same time, release the grip you have with your left-hand, grasp his elbow, and turn his palm to the wall.

Step 3. Use the same procedure outlined for the police arm bar.

Kneeling Search Position. Use the kneeling search position described for the police arm bar.

Ground Search Position

Step 1. To take the suspect to the ground, place your left foot behind his right knee when he has stepped forward with his left foot and push his knee to the ground. Bend over and slide his arm over your head.

Step 2. Release your left-hand grip and grasp the back of his upper right arm just above the elbow. Slide your left foot off his leg and put your left leg against his upper right leg. Make a right circling pivot to the right stepping with your right foot and pivoting on the ball of your left foot. Pull him to the right and force him to the ground while pivoting. Now follow the procedures described in Step 3 of the Police Arm Bar Ground Search Procedure.

LIP PRESSURE COME ALONG. This technique is excellent for lifting passive resistants from the ground, removing them from vehicles, or for other similar situations.

Step 1. Approach the suspect from his right side. Curl the fingers of your right-hand and grasp his upper lip with your finger and thumb. At the same time, grasp the back of his neck just below the skull with your left-hand.

Step 2. Now, lift him up by his head and lip and walk him out.

EAR-PRESSURE COME ALONG. This technique can be used for the same purpose as the lip-pressure come along when the suspect is approached from the rear.

Step 1. Approach the suspect from the rear. Make a fist with both hands with your thumbs bent and the tips on your index fingers. Place your thumb knuckles behind his ear lobes in the hollow where his neck, skull, and jaws meet.

Step 2. Now lift him up by pressing in and upward, and keeping his balance to the rear, walk him out.

REAR NECK DRAG. If the subject becomes violent and attempts to attack you when you have applied either of the two pressure techniques, apply a rear neck drag as follows:

Step 1. Quickly slide your left arm around the subject's neck with the crook of your elbow at his throat.

Step 2. Clasp your hands together with your left-hand on top, palm down. Step to the rear with your right foot. Take a circling step to the right with your left foot, pivoting on your right foot 180 degrees, breaking the subject's balance to the rear. Pull him to the rear and bring the small of his backagainst your extended left hip.

Step 3. Now, walking out, drag the subject backwards by the neck.

NOTE: Keep careful watch on the subject to insure that he does not pass out from choking or strangling pressure of the hold.

TWO-MAN CARRY. This technique requires two security policeman and is used to move subjects who will not respond to pain. It can be used on any person of this type—from one who is in adrunken stupor to one who is in a violent rage. Execution of this technique is described here for right side application. The second security policeman executes this technique at the same time from the opposite position reversing the procedures.

Step 1. Approach the subject from his right front side. Stepping forward with your left foot, snap your right-hand out palm down, grab his right wrist, and push his arm to the rear. In the same motion, snap your left-hand out aiming the back of your hand at the inside of his elbow. Strike his arm to the rear with your left-hand while pushing with your right-hand. This motion should be timed so that your left-hand makes contact a split second after you have grabbed his wrist.

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Step 2. Slide your left-hand between the subject's arm and body, reach across the middle of his back and grip your partner's wrist, bring your left hip against the subject's right hip.

Step 3. Walk or drag the subject out, controlling him by keeping your right side turned away with your hip against him; pulling on his arm with your right-hand and pushing or holding him up with your left arm.

Two-Man Carry Variation. This variation is useful when the subject's movements make it difficult to get in close to him.

Step 1. The initial approach for this technique is the same as with the primary technique. After stepping forward with your left foot, grab the subject's right-hand.

Step 2. Stretch his right arm across your chest with your right-hand. At the same time, run your left-hand, palm up, under his right upper arm, in a clockwise hooking motion. Bend your elbow, locking his upper arm in the crook of your arm and grasp his forearm with your palm down and fingers toward your body. Turn your right side away from the subject and, pulling on his arm, bring your left hip against his right hip.

Step 3. Walk or drag the subject out, controlling by keeping your right side turned away, with your hip against him, pulling on his arm with your right-hand and holding him up with your left arm.

Take Down. To take the subject to the ground, use the following procedures.

Step 1. Place your left foot behind his right knee and push his knee to the ground. (After the subject's right knee is on the ground the security policeman on the left side pushes his left knee to the ground.

Step 2. After the subject's knees are on the ground, release your left-hand grip and grasp the subject's clothing at the back of his right shoulder. Step forward with your right foot and push him forward to the ground. Now, while the assisting security policeman remains standing, apply a rear arm lock to control the suspect.

Criterion Exercise #2 follows on the next page.

Criterion Exercise #2:

Throughout the performance portion of this unit, your instructor will be evaluating you on your ability to perform with reasonable speed and accuracy. You will be evaluated on the following:

Apprehension Techniques

Neutral Position

Come-alongs

Rear Arm Lock ____________

Police Arm Bar ____________

Shoulder Arm Bar ____________

Lip Pressure ____________

Ear Pressure ____________

Rear Neck Drag ____________

Two Man Carry ____________

UNARMED DEFENSE TECHNIQUES

The most sensible technique of self-defense is to retreat in the face of an attack, but the responsibilities of your duty will not allow this. Neither can you limit your actions to avoiding an attack. Instead of merely defending yourself against an attack, you must become the aggressor when attacked. When placed in the role of the aggressor, however, your objective is not to destroy or maim your opponent; it is to overcome his resistance to your lawful actions and to secure his custody. The need to apply unarmed defense techniques when attacked at close quarters requires no further explanation or qualification. However, the method in which you defend yourself does. In analyzing the different ways a policeman may be attacked, it has been determined that there are about 57 different major forms of attacks. There are several hundred combinations of techniques known to exist in the different martial arts. It would be impossible, however, for anyone to learn and remember all these techniques, much less to employ them with any degree of proficiency. It would be as difficult a task to present here all known defenses for attacks as it would be for you to learn them. Therefore, we are presenting here the simplest defenses for the most common attacks that a policeman might encounter. These attacks are divided into two groups — contact attacks and motion attacks. Many of the techniques described here are presented in steps for clarity of description but must be executed in one continuing motion.

Contact Attacks

Contact attacks have the largest variety of application of any that you may encounter but require the least degree of skill to overcome. The most common of these attacks are: arm grab, front push and grab, rear grab, front and rear chokes, and headlocks. Unless otherwise indicated, if an opponent attacks with his left-hand, reverse the procedures as described below.

ARM GRAB. There are two ways that an attacker will most likely grab your arm. He may grab one of your wrists with either hand or with both hands.

One Hand on One Wrist Breakaway. In this simple breakaway technique, your first action is to weaken your attacker's grip. This is done by spreading your fingers wide apart. Spreading your fingers tightens the tendons in your wrist and makes your wrist expand. Next you rotate the top of your wrist in the direction that his thumb is pointing to further weaken his grip and to bring your arm into a position of power against the weakest point in his grip, his thumb. Now, using your arm as a lever to pry his grip open, snap your wrist out of his grip moving it in a direction away from his fingers and in the direction his thumb is pointing.

One Hand on One Wrist Breakaway with Face Smash. If necessary, use the face smash coupled with the simple breakaway. To execute the face smash, bring your free hand up to your shoulder, fingers up and spread, and the heel of your hand forward of your fingers. Snap your hand out from your shoulder aiming the heel of your hand straight at the opponent's philtrum (base of nose). This striking action may be a straight blow or an extreme hook and depends on where your opponent is standing. No matter how you strike, your hand should cover his upper lip, nose, and eyes.

Two Hands on One Wrist. If an opponent grabs you by the arm with both hands, you will not be able to break his grip without considerable effort. Therefore, you should use the face smash technique described above to free yourself.

CHEST GRAB. There are two actions you can take to overcome an attacker who grabs you by the front of your shirt, jacket, etc., with one hand — apply an arm bar or strike him in the throat with the edge of your hand.

Arm Bar. In this technique there are three steps.

Step 1. When an opponent grabs you by the chest with his right-hand, spread the fingers on both of your hands wide apart for maximum contact. With both palms facing in and fingers up, grab his wrist with your right-hand and his upper arm just above the elbow with your left-hand.

Step 2. Pressing your attacker's hand tight against your chest, immediately pivot to the right by taking a large circling step to the rear with your right foot, pivoting on the ball of your left foot and turn 180 degrees. While pivoting, exert inward pressure on his elbow with your left-hand to straighten his arm.

Step 3. Quickly place your left leg in front of him and pull him sideways to the ground in front of you by tripping him over your left leg and applying levering pressure on his arm. Once the attacker is on the ground reverse the arm bar into a rear arm lock as described in the Police Arm Bar, Ground Search Position.

Breakaway. This technique is executed using the same initial movements as in the arm bar above.

Step 1. When an attacker grabs you by the chest with his right-hand, spread the fingers on both of your hands wide apart. Grab his wrist with your right-hand and using the same pivoting technique described in Step 2 above, bring your left-hand over his arm and to your right shoulder, palm down.

REAR GRAB. When grabbed by the back, you are in a most dangerous position as you cannot estimate the intention of your attacker. Your primary objective is to move away from the attack as quickly as possible. When executing this technique always move your left or heart side away from the attacker.

Step 1. When grabbed by the back, hunch your shoulders up and crouch. Bring both of your hands up even with your head, shoulder width apart and fingers spread wide.

Step 2. At the same time, lunge forward, taking a large step forward with your left foot and twist your body to the right or clockwise to break the attacker's grip and to bring your left side away from his attack. While pivoting, if your opponent's grip is not broken when you lunge and twist, your right forearm will strike his arm and break his grip.

HAIR GRAB. If an attacker grabs you by the hair while facing you, you can either execute an arm bar or break away with a kick.

Arm bar. When an attacker grabs you by the hair with his right-hand use the following procedures.

Step 1. Place your right-hand on top of your attacker's right-hand, gripping his knuckles, and immediately place your left-hand on top of your right-hand. Press his hand against your head with all your strength to keep him from pulling your hair.

Step 2. Take a large step to the rear with your right foot, crouch, and tuck your chin into your neck to straighten his arm and break his balance forward so he cannot kick you.

Step 3. Bring your left elbow high and turn to the right pivoting on the ball of your left foot, and taking a circling step to the rear with your right foot. As you pivot, let your left elbow ride over his right arm.

Step 4. Place your left foot inside and in front of his right foot. Apply forward and downward pressure on his shoulder with the inner part of your upper arm by dropping your left shoulder and raising your right shoulder. Keep pivoting to the right while applying downward pressure on his left shoulder until he is forced to the ground.

Breakaway. To breakaway with a kick, execute the first two steps described above for the arm bar. Then kick him in the crotch using a straight football kick.

CHEST PUSH. If an attacker pushes you by the chest, you can either apply an arm bar or kick him. This technique is similar in application to the hair grab arm bar.

Step 1. When the attacker pushes you by the chest with his right-hand, slide your right-hand down his arm from his forearm to his hand, immediately followed by your left-hand, palms toward your body, and lock his hand to your chest. It is important that you have firm contact with his hand at the wrist joint.

Step 2. Take a large sliding step to the rear with your right foot. At the same time bend forward deeply at the waist to break his balance forward and down. Now execute the procedures outlined in Steps 3 and 4 for the chest push arm bar.

Breakaway. To breakaway with a kick, execute the first two steps described above for the Arm bar. Then kick your attacker in the crotch using a straight football kick.

REAR BODY HOLD OVER THE ARMS. This hold is overcome with a simple blow to the groin.

Step 1. When grabbed, bring your hands up to waist level, clench your fists, force your elbows out, bend forward at the waist and tuck your chin to your neck. The bending action will break your attacker's balance forward and he will step forward with one foot.

Step 2. If your attacker steps forward with his left foot, swivel your hips to the left, straighten the fingers of your right-hand, and looking at your target, strike him in the groin using the edge of your hand.

HEADLOCKS. There are two ways an attacker may apply a headlock on you — one in which you are facing him and the other in which you are both facing the same direction.

Headlock Facing Attacker. If an attacker grabs you in a headlock with his right arm, grab his right wrist with your left arm and pull down to relieve the pressure on your neck. Then, with your right-hand, grab him by the testicles, squeeze and jerk outward and down.

Headlock Facing the Same Direction as the Attacker. If an attacker grabs you in a headlock with his right arm, execute the following;

Step 1. Raise your left arm straight up and make a claw with your hand. Bend your arm and put your fingers in your attacker's eyes. At the same time, grab him by the back of his pant's leg near his ankle.

Step 2. Drive his head back with your left-hand and jerk his leg up with your right-hand driving him over backwards to the ground.

CHOKES. The two most common chokes are with two hands from the front and with a forearm from the rear.

Choke From the Front.

Arm bar. To apply an arm bar, use the following steps.

Step 1. Tuck your chin in to your neck and hunch your shoulders up to relieve pressure on your throat. Step back with your right leg for balance.

Step 2. With your fingers wide apart for contact reach over your attacker's left arm with your right hand, grab his right wrist, and force your right elbow down to loosen his left-hand grip. At the same time, grab his right arm just above the elbow with your left hand.

Step 3. Now apply an arm bar as described in Chest Grab.

Breakaway. The breakaway is accomplished as follows:

Step 1. Tuck your chin in to your neck and hunch your shoulders up to relieve pressure on your throat. Bring your left hand up level with your face, palm out and fingers spread. Bring your right elbow up head high, forearm parallel to the ground. Twist your body to the left in a hard driving motion, pivoting your hips left and driving your right arm over your attacker's arms in a left hooking motion. At the same time, swivel your right knee over toward your left leg to protect your groin. This action will break his grip.

Step 2. Uncoil your body twisting to the right in a hard driving motion. Whip your right arm back to the right and snap it out straight aiming the edge of your hand to your attacker's throat. Follow through with a smash to his face with your left hand, aiming the heel of the hand to his upper lip.

Choke From the Rear. If an attacker chokes you with his right forearm, execute the following:

Step 1. Snap your head to the left as far as you can turn it, tucking your chin in to your left shoulder and hunch your shoulders up. Grab his right wrist with your right hand and pull down. Crouch and lean forward to keep him from breaking your balance to the rear. Bring your left hand up to your left shoulder, fingers straight, with the edge of your hand facing straight out.

Step 2. Swivel your hips to the right, snap your hand down and to the rear straightening your arm and strike him in the groin with the edge of your hand.

Motion Attacks

Motion attacks have a lesser variety of application than contact attacks but require more speed and skill to overcome. In countering motion attacks you must remember that your attacker has four points of attack — two hands and two feet and he can attack with any combination of the four. Blocking an attacker's blow is undesirable because applying force to force leaves you open to injury from contact with his blow and leaves you vulnerable to attack from another point. Therefore, the only logical defense against these attacks is to move out of the line of attack to avoid the blow and to counterattack. Evasion is accomplished by pivoting to the outside and away from the side that the attack comes from. That is, when an attack comes from your attacker's right side, you move to your left rear, and the opposite for left side attacks. To be effective your pivot must be performed with your whole body moving as one unit in a reflex action. Once your pivot is complete, the less difficult technique of counterattack is performed. The counterattack you use depends upon the type of attack you encounter. The most common motion attacks are unarmed attacks, attacks with striking objects and attacks with stabbing or cutting objects. All attacks described here are right-handed attacks. The pivot used for evasion in all the techniques described below is accomplished by pivoting on the ball of the left foot, taking a circling step to the rear with the right foot and turning approximately 125 degrees.

HAND ATTACK. If an attacker swings at you with his right hand using a roundhouse, uppercut, hook, or straight punch, execute the following:

Step 1. Pivot, and bring your left hand up even with your head to protect your face.

Step 2. Kick your opponent in the groin using a football kick.

FOOT ATTACK. Basically, there are two types of kicks that an attacker may use: a football and a side kick. If you are attacked with a side kick, evade the kick and do not attempt to counterattack. If attacked with a football kick, after you evade the kick, use the counterattack technique described below.

Step 1. Pivot, and bring your left-hand up to protect your face.

Step 2. When your attacker's right leg reaches its apex, make a scooping motion with your right arm and drive your attacker's leg up causing it to continue in its upward arc. At the same time, pivot to the left on the ball of your left foot, and step over your left foot with your right foot to come along side your opponent. Keep driving your opponent's leg upward as if you were trying to lift it over his right shoulder and throw him on his back.

ATTACK WITH STRIKING OBJECTS. If you are attacked with a club, chain, tire iron, or any other similar striking object, execute the following technique.

Step 1. Pivot, and bring your left-hand up to protect your face.

Step 2. As the blow passes, take a sliding step toward your attacker with your left foot. At the same time, push his right arm down and toward his left side with your left hand.

Step 3. Execute a face smash with your right hand.

ATTACK WITH STABBING OR CUTTING OBJECTS. When attacked with a knife, broken bottle, or other similar object; never attempt to engage in hand to hand combat. If attacked at close quarters by one who has such an object in his right hand, execute the following technique.

Pivot, and bring your left hand up even with your head to protect your face, neck and left side. Immediately draw your left leg to the rear to increase the distance between you and your attacker. Continue to retreat rapidly until you can draw your mace, revolver, or other weapon to repel the attack.

Criterion Exercise #3 follows on the next page.

Criterion Exercise # 3:

Throughout the performance portion of this unit, your instructor will be evaluating you on your ability to perform with reasonable speed and accuracy. You will be evaluated on the following:

Unarmed Defense

Contact Attacks

- Arm Grab ____________
- Chest Grab ____________
- Rear Grab ____________
- Hair Grab ____________
- Chest Push ____________
- Rear Body Hold Over the Arms ____________
- Headlocks ____________
- Chokes ____________

Motion Attacks

- Hand Attack ____________
- Foot Attack ____________
- Attack With Striking Objects ____________
- Attack With Stabbing or Cutting Objects ____________

STUDY GUIDE
3ABR81132-III

Technical Training

Law Enforcement Specialist

LAW ENFORCEMENT PROCEDURES

15 May 1978

HEADQUARTERS 3280TH TECHNICAL TRAINING GROUP
USAF Technical Training School
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

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FOREWORD

This text is designed to support Course 3ABR81132, Law Enforcement Specialist. It contains necessary information, and is presented in the preferred teaching sequence in order to achieve stated objectives. It is used for reading assignments and practical application of individual skills during attendance in formal Air Training Command (ATC) courses conducted within the USAF Security Police Academy. Knowledges acquired from this text will help you solve the problems, or answer the questions presented in the Workbooks (WB). It also gives you knowledges needed to perform as a Law Enforcement Specialist. This text was designed using the Instructional Systems Development principles and concepts.

This text is distributed on the basis of one for each instructor and student. It is organizational rather than personal property and is authorized to remain in the personal possession of individual(s) to whom issued only as long as it is required for instructional and training purposes. *It will be reused as long as serviceable.*

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USAF Security Police Academy
Lackland AFB, Texas

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15 May 1978

LEGAL CONSIDERATIONS OF LAW ENFORCEMENT

OBJECTIVES

Given situations involving a suspect, determine with minimum assistance, if jurisdiction and reasonable belief exists to make an apprehension.

Given situations involving suspects, identify the correct approach techniques for each situation with no more than one error.

Given situations involving a suspect, select those situations that reflect an improper use of force, with no more than one error.

INTRODUCTION

Security police, by virtue of their status, are continuously challenged as to the legality of their actions. This unit of instruction introduces you to the legal considerations of law enforcement, and police procedures used to successfully complete an apprehension.

INFORMATION

APPREHENSION

Definition

Apprehension is defined as "the taking into custody of a person." The term "custody" means that a person who is apprehended does not have the freedom to move from place to place. He is subject to your will and control either through his passive submission to authority or by physical force.

Authority

Your authority to apprehend comes from Article 7b, UCMJ:

> a. Apprehension is the taking of a person into custody.
>
> b. Any person authorized, under regulations governing the armed forces to apprehend persons subject to this chapter or to trial thereunder may do so upon reasonable belief that an offense has been committed and that the person apprehended committed it.

Supersedes Study Guide 3ABR81230—III, *Law Enforcement Procedures*, 15 July 1976.

This authority is further emphasized by paragraph 19a, MCM, which defines *personnel who may apprehend*. Paragraph 19a, MCM, states, in part, "All commissioned officers, warrant officers, petty officers, noncommissioned officers, and, when in the execution of their guard or police duties, Air Force security police, military police, members of the shore patrol, and such persons as are designated by proper authority to perform guard or police duties, including duties as criminal investigators, are authorized to apprehend, if necessary, persons subject to the code or subject to trial thereunder upon reasonable belief that an offense has been committed and that the person apprehended committed it." If you pay particular notice to paragraph 19a, MCM, it states: Air Force security police—*when in the execution* of their guard or police duties . . . " This authority is given only while you are on duty. It is an important trust given to many security policemen who have been in the Air Force for just a short period of time, and are limited in experience and knowledge of the "Air Force way of life." Your duty is to properly exercise the authority given to you and to carry out this important trust impartially, fairly, firmly, and in such a manner that respect for security police is maintained by all Service personnel and the public.

Article 2, UCMJ

You, as a security policeman, have the authority to apprehend only those persons subject to military jurisdiction. Article 2, UCMJ, defines those persons—it does not discuss those persons subject to the UCMJ under the laws of war, military government, or martial law. Pertinent portions of Article 2 are extracted as follows:

> The following persons are subject to this chapter:
>
> (1) Members of a regular component of the armed forces, including those awaiting discharge after expiration of their terms of enlistment; volunteers from the time of their muster or acceptance into the armed forces; inductees from the time of their actual induction into the armed forces; and other persons lawfully called or ordered into, or to duty in or for training in, the armed forces, from the dates when they are required by the terms of the call or order to obey it.
>
> * * * * * * *
>
> (2) Cadets, aviation cadets, and midshipmen.
>
> (3) Members of a reserve component while they are on inactive duty training authorized by written orders which are voluntarily accepted by them and which specify that they are subject to this chapter.
>
> (4) Retired members of a regular component of the armed forces who are entitled to pay.
>
> (5) Retired members of a reserve component who are receiving hospitalization from an armed force.
>
> (6) Members of the Fleet Reserve and Fleet Marine Corps Reserve.
>
> (7) Persons in custody of the armed forces serving a sentence imposed by a court-martial.

*(8) Members of the Environmental Sciences Services Administration, Public Health Service, and other organizations, when assigned to and serving with the armed forces.

(9) Prisoners of war in custody of the armed forces.

(10) In time of war, persons serving with or accompanying an armed force in the field.

* * * * * * *

*(11) Subject to any treaty or agreement to which the United States is or may be a party or to any accepted rule of international law, persons serving with, employed by, or accompanying the armed forces outside the United States and outside the following: the Canal Zone, Puerto Rico, Guam, and the Virgin Islands.

* * * * * * *

*(12) Subject to any treaty or agreement to which the United States is or may be a party or to any accepted rule of international law, persons within an area leased by or otherwise reserved or acquired for the use of the United States which is under the control of the Secretary concerned and which is outside the United States and outside the following: the Canal Zone, Puerto Rico, Guam, and the Virgin Islands.

Article 5, UCMJ

Military jurisdiction is unique, since Federal authority is generally dependent upon the status of the person rather than upon geographical boundaries. This is outlined by Article 5, UCMJ, as follows:

> **§ 805. Art. 5. Territorial applicability of this chapter**
>
> This chapter applies in all places.

In other words, if a person is listed under Article 2, UCMJ, he is subject to military jurisdiction regardless of his location.

When To Apprehend

To make an apprehension, a security policeman must have *reasonable belief* that an offense under the UCMJ has been committed and that the person to be apprehended committed it. A reasonable belief to justify an apprehension is defined as the evidence necessary to convince an average person that the offense has been committed by the person alleged to have committed it. This can be based on one of five circumstances.

a. By your personally observing a crime being committed.

b. On the strength of a description of a person or a vehicle given to you by another security policeman.

c. A statement given to you by a reliable person. (A person's reliability is proven by his reliability in the past and/or your evaluation of the person's standing and character as a reliable person.)

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d. An order to apprehend given by a superior in your chain of command.

e. When an alleged perpetrator of an offense has been identified by a complainant.

In order for you to know that a crime has been committed in violation of military law, you must familiarize yourself with the Punitive Articles (77 through 134) of the UCMJ. These Articles are outlined for you in the back of the text (page A1-1). It is not necessary to memorize the Articles since you, as a security policeman, do not officially charge anyone with an offense; however, you must know what the law is in order to enforce it.

Detention

Detention is a legal term applicable to these situations on a military installation.

a. If a person commits an offense on base, and does not come under Article 2, UCMJ, you cannot apprehend him. However, you can detain him. In other words you can hold him until he can be released to civilian police.

b. If a person is acting in a suspicious manner, but you don't have enough reasonable belief to make an apprehension, you can detain him for a reasonable period of time for questioning.

c. If a person commits an offense on base you can make an apprehension upon reasonable belief. However, if the person is in civilian clothing, you cannot assume that he comes under Article 2. You can detain him, determine his identity, then apprehend him if he comes under Article 2, or follow the procedures as outlined in paragraph a, above.

Procedures for Apprehending

If the circumstances and facts, as you see them, indicate that a person committed an offense, the apprehension may be justified. However, good judgement must be exercised in determining whether or not to apprehend. The consideration is to determine whether or not an offense has been committed, and, if so, that the person being apprehended is the offender, or that there is reasonable belief that he is the offender.

Many minor offenses and traffic violations may require only an on-the-spot correction, incident report or traffic citation. Under these circumstances you are detaining an individual for the purpose of obtaining facts. Detention for questioning, although not provided for in the UCMJ, is a proper and legal procedure and has been held as such by decisions of both military and civilian appeal courts. Whether these facts are obtained on the scene or at another location depends on the circumstances surrounding the situation at the time of the offense. This act is not an apprehension and should not be treated as such. When your inquiry is complete, the individual is permitted to continue without further delay. Commissioned or Warrant Officer offenders may only be apprehended on specific orders of a commissioned officer except when it is necessary to prevent disgrace to the Service, the commission of a major offense, or the escape of one who has committed a major offense. If you decide that an apprehension is warranted, you must legally *effect* that apprehension. An apprehension is effected when the

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suspect is notified verbally or in writing that he is being taken into custody or placed under apprehension. Legally you do not have to inform the individual why he is being taken into custody. A simple statement such as, "You're under apprehension," or "I'm taking you into custody" is sufficient. The suspect should not have any doubt about his status. Handcuffing, searching, and transportation procedures will be covered in your physical apprehension portion of training.

Approach Techniques

No two offenders are identical in every respect. The procedures for approaching a suspect depend upon the necessity of the apprehension, the individual to be apprehended, and other facts and circumstances as you see them. Although no formal approach techniques can apply in all cases, the following information emphasizes what you should consider.

a. Security policemen should work in pairs to assist each other when the occasion requires. In apprehensions involving force, the advantage of two men is clear. When approaching the scene of an incident, make a rapid mental estimate of the situation (What is involved? Who? How many?). Observe the scene carefully, noting obvious details and conditions in the vicinity of the incident. Notice all personnel in the area and estimate what they might do when you intervene. Select a course of action that seems best in view of what you expect that a suspect or his friends may do. Your decision should be influenced by the nature and seriousness of the incident, your initial estimate of the situation, and available manpower. Keep your actions simple. Use the element of surprise to gain the advantage over the situation. If reasonable belief to make an apprehension exists, make it at a spot that offers maximum advantage to you and a minimum advantage to the suspect. Action in a crowded area should be avoided since this may offer avenues of escape for a suspect and will limit safe use of firearms if they become needed. Also, the suspect may resist apprehension or have friends in the crowd who may come to his aid.

b. When approaching a single suspect with the intent of making an apprehension, always check to see if he has injuries that require medical attention. This is particularly important when he has been involved in a fight or is intoxicated. An apparently minor injury could be serious, and the few minutes required for medical attention may clear you of negligence. Observe the attitude of the suspect and move toward him from a direction most advantageous to you. Unless you have a good reason to believe otherwise, always assume the suspect is dangerous. How you approach and address a suspect may determine, to a large degree, how he will respond.

c. Security policemen with aggressive, belligerent, or domineering attitudes provoke violence, create ill will, and reflect discredit upon themselves and their organizations. Politeness pays off in smoother apprehensions, a minimum need for force, better public relations, and increased respect for law enforcement. Politeness is not a sign of weakness; it is a sign of self-confidence and a demonstration of respect for the rights of others.

d. When approaching a group with the intent of making an apprehension, you and your partner should separate, enough to provide freedom of action, but not enough to permit suspects to come between you. Avoid questioning individuals while they are still in the group. When you wish to question one or more of the individuals, separate them and question them apart from the group.

e. When questioning a suspect, you can sometimes determine a course of action through his attitude. An uncooperative attitude in a suspect may be a good indication that an apprehension is necessary and force may be required. Full cooperation by a suspect may be an indication of his innocence. However, a cooperative attitude, in itself, does not always indicate innocence. Habitual offenders sometimes appear to be model airmen. A person you are questioning may remove suspicion by giving you a reasonable explanation for his actions or presence and by answering questions to your satisfaction. When two or more suspects are to be questioned, separate them immediately to prevent their collaboration in contriving a story. Individual suspects more often tell the truth if they are not given the time or opportunity to consult with an accomplice.

f. When a person subject to military law is suspected of an offense, he may be questioned as to his identity, age, address, unit, etc., without being warned of his rights under Article 31 of the UCMJ or his rights under the Fifth Amendment of the Constitution. However, questioning a person about an offense or incident must never begin unless the required warnings have first been given and a proper waiver received. Explanation of rights, and police techniques concerning observation, questioning and investigating will be discussed in greater detail in future units of instruction.

g. When approaching a building in which a suspect is to be apprehended, or believed to be in, consider whether you have the authority to enter and whether innocent persons may also be occupying the premises:

(1) Secure all entrances and exits, if time permits.

(2) Determine the number and attitudes of persons in the building in order to anticipate and prepare for any hostile action.

(3) Notify headquarters of the intent to enter the building and request support, if needed.

(4) If the person to be apprehended is known to be dangerous, evacuate as much of the building and area as time permits.

(5) After you enter the building and locate the suspect, apply the approach procedures mentioned earlier.

(6) Procedures for approaching a suspect in a vehicle are covered in later units of instruction and will not be addressed in this unit.

Use of Force

AFR 125-26, *Arming and Use of Force by Air Force Personnel*, was initially introduced to you during your weapons training. However, because of its importance, and the legal complications concerning police duties, we have expanded on its philosophy whenever we use the term "reasonable force" in this unit of instruction. We must expand on it again in this section, and we will also use it as a main topic of discussion in later units. The proper understanding of law regarding the use of force by security policemen requires that situations requiring force prevent or stop a violation of law and/or regulation be distinguished from those situations where the use of force is required to apprehend those who have already violated the law. The general rule for the use of force (in all situations) is that *only* that amount of force that is reasonable and necessary to be used should be used. What is reasonable and what is necessary always depends upon the facts and circumstances of the particular situation, and reactions to them.

a. Reasonable Force. The use of force (that force necessary for security and law enforcement personnel to discharge their responsibilities) is prohibited, except when it is the only means by which a person can discharge his duties, and then he may use only the minimum of force necessary. In using force to secure the custody of an offender, you are protected by the law provided the force used is not excessive or unnecessary. The UCMJ indicates that any person empowered to apprehend an offender is authorized to secure the custody of an alleged offender until the proper authority may be notified.

b. Deadly Force. The use of deadly force (that force which would create a substantial risk of causing death or serious bodily harm) is prohibited except as a last resort. Only an extreme necessity justifies taking a life. In other words, a person is authorized to use deadly force only when lesser means fail or cannot reasonably by applied, and then only when it reasonably appears necessary to:

(1) Protect the life of another or to prevent the commission of a serious offense involving violence and threatening death or serious bodily harm, such as arson, armed robbery, aggravated assault, or rape.

(2) Prevent the theft of, damage to, or espionage aimed at property or information designated by the commander or other competent authority as vital to the national security.

(3) Prevent the theft of, damage to, or espionage of property or information which, though not vital to the national security, is designated by a commander or other competent authority as having substantial importance to the national security. This includes only major items such as mission-essential government vehicles and communications facilities, and the like. It does not include personal property or items of relatively small value, such as clothing, rations, or bicycles.

(4) Prevent the actual theft or sabotage of property, not involving national security, but which is inherently dangerous to others; for example, property which, in the hands of an unauthorized individual, presents a substantial danger of death or serious bodily harm to others. This includes such property as operable weapons, ammunition, and explosives.

(5) Apprehend or prevent the escape of a person whose unauthorized presence in the vicinity of property or information vital to the national security reasonably appears to present a threat of theft, sabotage, or espionage.

(6) Prevent the escape of a prisoner designated as requiring maximum custody.

(7) Comply with the lawful order of a superior governed by AFR 125-26.

(8) Protect law enforcement or security personnel from loss of life or serious bodily harm.

The UCMJ further states that "A death, injury, or other act caused or done in the proper performance of a legal duty is justified and not unlawful. Thus, the use of force by a policeman in the proper execution of a lawful apprehension, when reasonably necessary, is justified because the duty to apprehend is imposed by lawful authority." This protection applies only when you are proceeding in a lawful manner. Any use of force which is excessive or unnecessary may subject you to criminal prosecution. Additionally, if you act without authority when making a particular apprehension, the apprehension itself and all subsequent actions on your part are totally unlawful and unjustified. In using force to prevent the commission of a crime, you are protected by the law to the extent that the force was not excessive or unnecessary under the circumstances of the particular situation. AFR 125-26, *Arming and Use of Force by Air Force Personnel*, specifies the requirements for arming personnel. When armed with a revolver, you will normally carry it fully loaded in a holster. Local procedures will prescribe the carrying of other weapons. Your weapon should be removed from your holster only when its use is imminent and would be justified. Pointing a weapon at a suspect to effect apprehension is only authorized if no lesser degree of force will suffice to insure your safety or the safety of bystanders. You must never use or draw your weapon to deceive, frighten, or threaten a person, or to exercise an action of authority. You must use great caution and prudence in the use of firearms. Never forget that only extreme necessity justifies the taking of a human life. The use of firearms in the performance of your duties is justified only as outlined in AFR 125-26 mentioned earlier. The burden of proving the necessity is on you. Although firing on persons is legally justified under certain circumstances, consider, before shooting, the nature of the offense, your own safety, and the safety of other persons in the area. In attempting to halt a fleeing suspect you must, within reason, order him to stop before firing a shot. Never fire a warning shot because of the possibility of injuring innocent persons or damaging property. When you fire at a suspect, aim to disable, and take a life only as a last resort!

AUTHORITY AND PROCEDURES OVER PERSONS NOT SUBJECT TO THE UCMJ

Civilians who are not subject to the UCMJ, are not answerable to, and may not be *apprehended* by security policemen acting in a military capacity except as authorized by law.

On Base

Title 18, USC, Section 1382, authorizes the detention of civilians for on-base offenses if such action is reasonable and leads to the preservation of peace and maintenance of law and order. Additionally, administrative controls can be exercised over civilians on a base by the right of the base commander to control the behavior of persons on his base. Civilians who do not abide by lawful regulations may be ejected from the base, and those who refuse to leave may be removed by the use of reasonable force. Undesirables may be barred from entry to the base for good cause.

Off Base

The *Posse Comitatus Act* prohibits you as a security policeman from enforcing civilian law. You have no jurisdictional authority whatsoever over civilians, off the military base.

A security policeman acting as a private citizen may make a *citizen's arrest*. However, the states make their own laws declaring certain acts as felonies or misdemeanors and these laws are enforced by the appropriate police agencies and courts. The authority of a private citizen to make a citizen's arrest is based upon local law at the place of apprehension. If you are on town patrol you must remember that your primary duties are to assist and give information to military personnel. Due to the variations in the laws of various states and the complications arising from legal considerations, it is important that the security policeman know the limits of his citizen's arrest authority under the law applicable in that particular state where the base is located.

Martial Law

Martial law, also called martial rule, is the use of military power to preserve order and insure public safety in the United States and its territories in times of emergencies when the civil government cannot function or its functioning would itself threaten public safety. The term "martial law" is a confusing term. There is no written or unwritten code of martial law. It is the temporary government of the civilian population through military forces as necessity may require. The phrase "as necessity may require" is the key to understanding martial law. To avoid confusion, martial law is divided into two categories: qualified martial and absolute martial law. Qualified martial law means the civilian government never gives up control of all functions. Functions such as courts and public utilities are usually retained by the proper civilian authorities. Military forces may assist police powers until order is restored. Absolute martial law is the total replacement of civil government by military authority. The military operates all civil functions, including the courts. For the military to completely control the civil government in the United States, the necessity would have to be so demanding as to leave no alternative. Total war, with the expectation of immediate invasion by enemy forces or the complete destruction of civil government, would be the only reason for absolute martial law. NOTE: Under *absolute* martial law, the military has jurisdiction to apprehend *civilians*.

Status of Forces Agreement

These agreements are made between the United States and the country in which a military base is located and spells out the jurisdictional authority of security police in that country. These agreements vary from country to country and the security policeman must know what authority exists in the particular overseas area to which he is assigned. Jurisdictional authority (authority to enforce the UCMJ and make apprehensions) is the same over persons subject to the UCMJ on the overseas base as it is in the United States. However, this authority will vary over persons subject to the UCMJ off base, and over local nationals on base. Your authority in an overseas area may not be the same as in the United States; so, know the limits of your authority. If you are assigned overseas, the Status of Forces Agreement governing that area will be explained prior to your assuming your law enforcement duties.

NOTE: There will be a discussion period covering the preceding unit on Legal Considerations of Law Enforcement; then you will be required to complete WB 3ABR81230, *Legal Considerations of Law Enforcement.*

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USAF Security Police Academy
Lackland AFB, Texas

SG 3ABR81132-III
15 May 1978

SEARCH, SEIZURE, AND EVIDENCE

OBJECTIVES

Given situations concerning the searching of persons and premises, select those situations in which an unreasonable search has been conducted with no more than three errors.

Given the legal authority to conduct searches of premises and vehicles, conduct one premises and one vehicle search. Mark, tag and record those items of evidence found on AF Form 52 with no more than five errors on each search.

INTRODUCTION

Search and seizure, and the collection of evidence is undoubtedly the most technical and controversial subject argued in civilian and military courts. There can be no margin of error; therefore, a thorough knowledge of this subject matter is essential in order to fulfill your duties as a security policeman. This unit of instruction contains information concerning the authority to search and seize, techniques for conducting a search, a special section on searching for drugs, and the processing of evidence once it is seized.

INFORMATION

SEARCH AND SEIZURE

Definition

SEARCH. Search denotes the examination, by an authorized person, of the person of an alleged offender and/or his house, building, or property in order to locate contraband, concealed weapons, stolen property or other tools or "fruits of crime." The term does not include administrative inspections or legitimate security measures taken by a commander.

SEIZURE. Seizure denotes the taking, by an authorized person, of property such as contraband, concealed weapons, stolen property or other tools or "fruits of crime," for the purpose of submitting it to the appropriate authority for disposition or use as evidence.

Fourth Amendment of the U.S. Constitution

The Fourth Amendment provides for searches conducted with warrants issued upon "probable cause," supported by oath or affirmation and particularly describing the place to be searched, and the persons or things to be seized. The Fourth Amendment also guarantees "the rights of the people to be secure in their persons, houses, papers, and effects against unreasonable searches and seizures." It should be noted that this Amendment denounces unreasonable searches and seizures, but it does not define an unreasonable search, nor does it make any provision for the punishment to be imposed upon one who violates this provision. However, in addition to possible *criminal prosecution, civil suits* for damages may result from illegal searches and seizures. The Federal Courts, in addition to defining reasonable searches and drawing the line between reasonable and unreasonable searches, have also developed a rule of Constitutional force which excludes from trial all matters obtained by Government agents in illegal searches. This rule is also enforced by military courts.

Search and Seizure Within the United States

a. On a Military Installation.

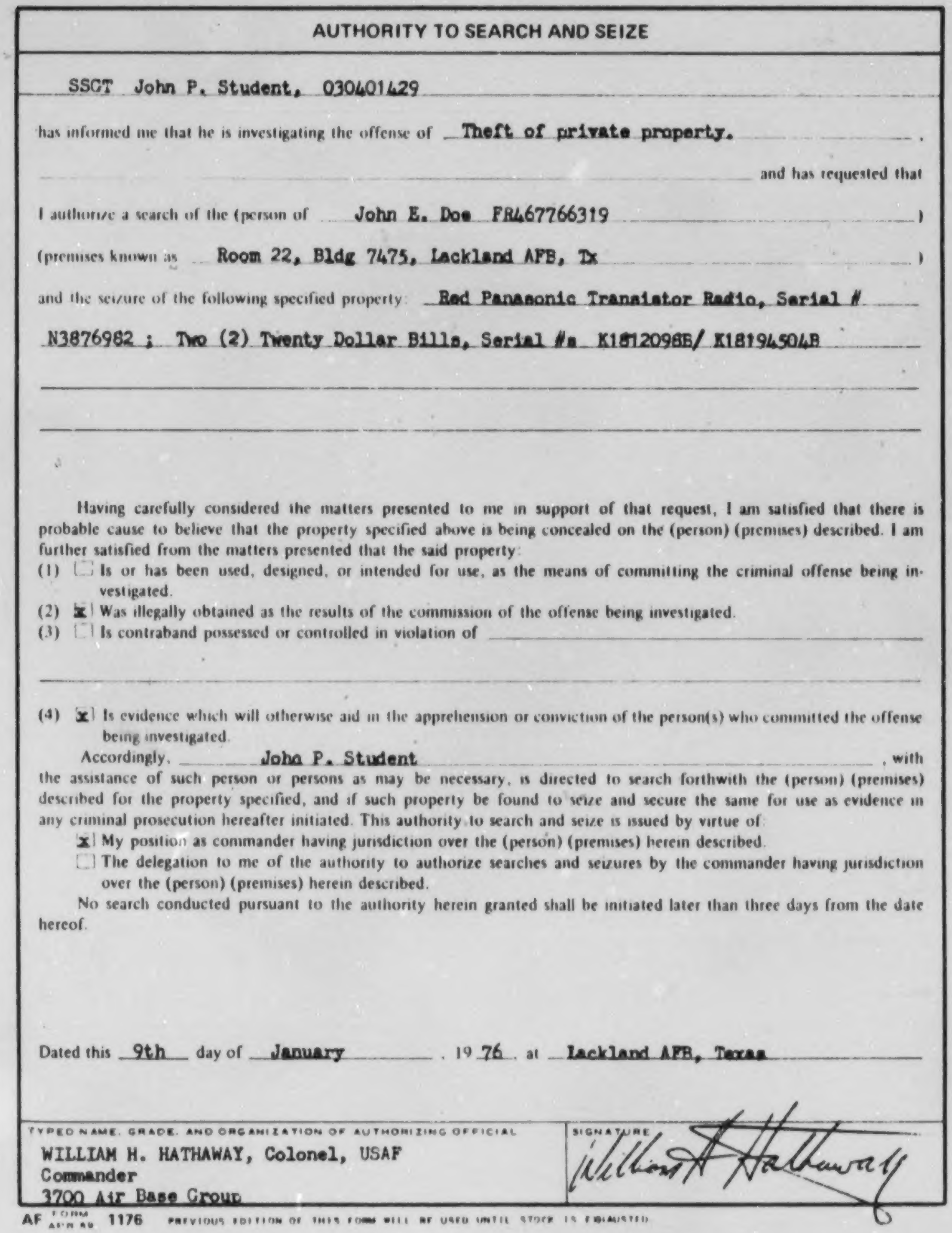
(1) With Prior Authority. To search with prior authority is usually conducted with a "search warrant": Each military service has established procedures for authority to search and seize. In the Air Force, AF Form 1176, Authority to Search and Seize, is the official "Air Force Warrant." Figure 1 illustrates a copy of a completed AF Form 1176. The following procedure is usually followed for the issuance and execution of AF Form 1176:

(a) When security police have reasonable grounds to believe that an offense has been committed, they may apply for a "warrant" for the search of a person for an alleged or suspected offense, of his quarters, vehicle, or other property that is believed to contain either the property used in the commission of the offense, the fruits of the offense, or other evidence of guilt, for the purpose of seizing evidence.

(b) The security policeman who is executing a "search warrant" will, if practicable, show it to the person concerned as evidence of his authority to make the search.

(c) The commander or issuing authority may also require the security policeman to return the "warrant" upon completion of the search with attached documentation listing what has been seized.

(d) In all cases of seizure with or without a warrant, if property has been taken as evidence or for safekeeping, an itemized receipt (AF Form 52, Evidential or Acquired Property Record) is required. A copy of the receipt is given to the person from whom the property is taken or in whose possession the property is found. In the absence of such a person, the receipt is left in a conspicuous place on the premises where the property is found. On a military installation or in an area or building under military control, the recognized substitute for a warrant is verbal or written authorization by the installation commander. An installation commander can order a search of any area within the base. Additionally, a squadron commander can order a search within his squadron, a group commander can order a search within the group area. The installation commander may delegate his authority to order searches. However, it is not delegated to the Staff Judge Advocate or Chief of Security Police because the former may later be required to rule on the legality of the act, and the latter should not be empowered to authorize his own searches. Officers of the Day (Duty Officers) do not have an implied authority to order searches by virtue of their duty status. *Probable cause* is an absolute requirement which must be adequately shown before the commander can authorize the search of a suspect or suspects during the course of an investigation. If he does not, the evidence found will be inadmissible in a court of law. Therefore, it is necessary that he be appraised of all the facts and circumstances at the time he is requested to authorize a search by the investigating security policeman. This does not infringe upon his



AUTHORITY TO SEARCH AND SEIZE

SSGT John P. Student, 030401429

has informed me that he is investigating the offense of Theft of private property.

and has requested that

I authorize a search of the (person of John E. Doe FR467766319)

(premises known as Room 22, Bldg 7475, Lackland AFB, Tx)

and the seizure of the following specified property: Red Panasonic Transistor Radio, Serial # N3876982 ; Two (2) Twenty Dollar Bills, Serial #s K18120988/ K18194504B

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☐ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.
(2) ☒ Was illegally obtained as the results of the commission of the offense being investigated.
(3) ☐ Is contraband possessed or controlled in violation of
(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, John P. Student, with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of:

☒ My position as commander having jurisdiction over the (person) (premises) herein described.
☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this 9th day of January, 19 76 at Lackland AFB, Texas

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL
WILLIAM H. HATHAWAY, Colonel, USAF
Commander
3700 Air Base Group

SIGNATURE
William H Hathaway

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED

Figure 1. AF Form 1176, Authority to Search and Seize.

authority to inspect persons entering or leaving military facilities, since such a search is necessary to protect national defense material, premises, and utilities from loss, injury, or destruction.

(2) Without Prior Authority. Security policemen may conduct reasonable searches without a search warrant when: (1) the search is incidental to a lawful apprehension, (2) immediate action is required to prevent the disposal of criminal goods, or (3) they have the consent of the person whose property is to be searched.

(3) Incidental to a Lawful Apprehension. The clothing and body of the offender may be searched for weapons which may be used to effect an escape or harm the apprehender, or for evidence of the crime or tools or instruments used in a crime. Property in the immediate possession or under the control of the person apprehended can also be searched for instruments of the crime for which he is apprehended. The U.S. Supreme Court ruled in the case of Chimel vs. California, 395 U.S. 752, that a search incidental to an arrest may not extend beyond the person of the individual and the area from within which he might obtain a weapon or something that could be used as evidence against him. This means the search must be limited to those places within the reach of the accused, or items in plain view. The Court of Military Appeals has said in the past that they would follow Supreme Court rulings based on constitutional questions. Thus, when an airman is apprehended in his room in the barracks, the room cannot be searched. Only the suspect can be searched, and those places where he could, within reason, reach and obtain a weapon or destroy evidence. The search of a hotel room would not be authorized when the apprehension was made in the lobby; nor would the search of property located in the barracks, removed from the place of apprehension, be authorized, for these areas are not within the immediate control of the suspect. Vehicles being operated by the apprehended suspect may not be searched unless there is probable cause. The same general rule which applies to searching the room applies to searching the vehicle when the basis of the search is incident to an apprehension. A security policeman may stop (detain) a person when he observes activity which gives him a reasonable suspicion that the person is involved in a criminal act. The suspicion must result from unusual acts or occurrences observed, and be prompted by more than a mere hunch that the person may be involved in a criminal activity. Once a person is stopped and circumstances are such as to create a reasonable suspicion that the person may be armed and could cause bodily harm, you may search the person. The search is limited to weapons only. If the search reveals objects which could be weapons, you may remove the objects from the person's inner clothing.

(4) Consent. A person whose property is to be searched may authorize the search by consent. The consent *must* be *freely* and intelligently given. Mere passive submission to authority is not sufficient to establish consent in the military. And, of course, consent must not be obtained through fraud or coercion. Consent should be secured in writing to refute any later allegation of nonconsent. If consent is verbal, it is best to have a witness who may verify the consent. Consent must be obtained from the person whose privacy is to be invaded or from the person legally occupying the dwelling at the time. A landlord cannot give permission to have a tenant's home or room searched. A person legally occupying a hotel room is entitled to freedom from molestation as a homeowner; in the absence of a proper search warrant (or consent), the room may not be searched without his permission unless the search is made incidental to a lawful apprehension.

(5) Immediate Action. Searches may be made in emergencies requiring immediate action to prevent the disposal of property in illegal possession, the disposal of contraband defined by the U.S. Code, the disposal of stolen property, or the disposal of property used in committing a crime. For example, immediately following the alleged theft of $73 in an Army unit, the First Sergeant called a formation of the unit and informed the men that if the person responsible for the theft threw the money to the ground as the group dispersed, the matter would not be pursued further. When this failed to produce the missing money, he ordered an inspection of the men. During the inspection, the missing money was found in the accused's helmet liner. While these events were occurring, neither the commander, nor any of the officers were present, nor were they expected to return for an appreciable length of time. The Court of Military Appeals held that the First Sergeant had the authority to search when immediate action was demanded to prevent the removal of criminal goods. As the thief had been put on notice that the crime was discovered and any delay would afford him greater opportunity to conceal the money, a search conducted in the manner described was the only course reasonably open. In the same respect, a security policeman may conduct an emergency search of motor vehicles. Search of vehicles is frequently justified under this, to the "investigator" when probable cause exists to indicate that criminal goods are located therein. The mobility of the vehicle necessitates that immediate action be taken. Note that even in this type of search, probable cause must exist in the mind of the searching official that criminal goods are present. This type of search should only be used as a last resort. Where probable cause exists and time permits, authority to search and seize (search warrant or verbal order of the commander) must be obtained.

b. Off a Military Installation.

(1) With Prior Authority. The authority of the installation commander to conduct, or cause to be conducted, a search and seizure relative to a person who is subject to the UCMJ in the United States or its territories and possessions does not extend beyond the military installation. A warrant for the search of a person or property, and for the seizure of property outside a military installation is issued to civil law enforcement officers or agencies by the civil court authority having jurisdiction. Security police do not execute such a warrant. However, when directly ordered by competent authority, security police may accompany civil police in the execution of a search warrant in order to identify the person to be searched, the property to be seized, and to receive the evidence for court-martial proceedings.

(2) Without Prior Authority. The same conditions that do not require prior authority to search on base do not require a search warrant off base. This includes searches incident to apprehension, searches requiring immediate action, and searches made with consent of the person.

Search and Seizure Outside the United States

Authority for conducting searches and seizures outside the U.S. varies according to whether the location is on or off base.

a. On Base. Since the UCMJ applies anywhere, authority for search and seizure which applies to military installations in the United States also applies to military installations in

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foreign countries. However, guidance for conducting searches of local nationals is outlined in Air Force directives and is applicable to the laws of the country in which the installation is located.

b. Off Base. In overseas areas, off-base searches of U.S. personnel incident to apprehension, requiring immediate action and with the consent of the individual, are the same as in the U.S. However, the search of off-base quarters of U.S. military personnel depends on treaties and agreements between the U.S. and the host countries where American personnel are stationed. The North Atlantic Treaty Organization (NATO), which includes a number of European nations, has a Status of Forces Agreement, one section of which provides for mutual assistance in off-base searches. Directives for off-base searches are issued by the senior U.S. military commander located in a foreign country, with the advice of his Staff Judge Advocate. Off-base searches of persons not subject to the UCMJ are strictly the concern of local authorities unless local directives state otherwise.

Search and Seizure of Mail

One type of property which is beyond the authority of any commanding officer to search is mail *in* postal channels. However, a search warrant may be issued to authorize the search and seizure of such mail. Federal law provides that "no person other than duly authorized employee of the Dead Letter Office, or other person upon a search warrant authorized by law, shall open any letter not addressed to himself." This search warrant may be issued by a judge of the United States District Court or United States Magistrate within the district wherein the property that is sought is located. The order of the commanding officer may not be sufficient for a search warrant in order to secure and open mail in a post office or postal channels. Such an order is not lawful and you are not bound to obey the order. When a letter or parcel bearing a cancellation stamp has been delivered to an addressee, it becomes the property of the addressee. If this property is located in an area that is under the jurisdiction of a commanding officer, it is subject to search and seizure by order of the commanding officer. A letter which has not yet entered postal channels is subject to a similar search, even if sealed. Under these circumstances the order to intercept the letter is lawful and the order is binding on you and you must obey it.

Limits of a Legal Search

a. For a search to be held legal, there are certain rules that must be followed:

(1) The search must be conducted in places where the object searched for might be reasonably hidden. For example, if searching a room for a 21-inch television set, the search must be confined to those areas where the television set *could be concealed*. Looking inside a desk drawer or small overnight bag for the television set is unreasonable.

(2) Once the items are located, the search must be terminated immediately.

b. If, during the course of a legal search, evidence of another crime, fruits of a crime, or contraband are found, it may be seized and used as evidence. Also, any contraband or evidence which is in plain view can be legally seized according to the "Plain View Doctrine."

Property Subject to Seizure

a. Property which is the proper object of a search and subject to seizure includes:

(1) Property of the United States in illegal possession. However, it must be remembered that former United States property is frequently the lawful possession of civilians or military personnel.

(2) Contraband, which is defined by Federal Law, includes such items as counterfeit currency and equipment, narcotics, and certain weapons that are unlawful to possess. Contraband is distinguished from other types of lawful property in that the mere possession of such material is an offense in itself.

(3) Stolen property and other property, the possession of which has resulted from commission of a crime, are considered "fruits of a crime."

(4) Property used to commit a crime is considered tools of a crime. For example, a vehicle, when used in a felony, is subject to seizure.

(5) Weapons and/or property that might be used by a person in custody to effect an escape or inflict injury.

(6) Anything which is of evidentiary value. Such property is subject to lawful seizure when listed in a search warrant, or when it is the object of lawful search.

b. Property listed above may be seized without further authority whenever seen during the course of any legal activity. These items may be seized when observed whether in the course of a search or not.

Techniques of Searching

a. Premises Search (Buildings, Barracks, or Offices). There is no set technique for searching a premise. It depends on the size of the object being looked for, whether you have the authority to search the entire structure or individual rooms within the structure, and the number of personnel available to conduct the search. If the area to be searched contains more than one room, a section search will be employed. This consists of sectioning off the building into individual rooms and searching one given section at a time. You must establish a systematic pattern for searching these individual rooms so as not to miss any areas. Primarily, the clock system is used. This consists of searching an area clockwise or counterclockwise in ever-tightening circles.

b. Vehicle Inspection. Vehicle inspections are normally conducted by gate guards supplemented by additional on-duty security police. The installation commander frequently orders an inspection search of vehicles entering and departing the installation, primarily looking for government property such as tools and other equipment, and to prevent contraband from entering the base.

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c. Simple Vehicle Search. A simple search consists of searching all areas of the vehicle where the object that you are looking for could possibly be located, without disassembling any part of the vehicle. The rule to remember is to establish a pattern for searching to insure nothing is overlooked. Whether you begin from the front to the back, side to side, or clockwise is of no importance. What is important is to conduct the search systematically and without confusion.

d. Complete Vehicle Search. Complete searches of vehicles are only conducted when narcotics are involved. This type of search is normally performed by the Office of Special Investigations (OSI), the Federal Bureau of Investigations (FBI), or other Federal investigation agencies. Security Police, under these circumstances, normally secure the vehicle and assist in the search as requested by investigating officials. All major offenses are investigated by OSI.

e. Outdoor Searches. The type of search conducted out of doors is dependent upon the size of the area and obstructions in the area, such as trees, vehicles, etc. In large open areas it is advisable to use the grid method of searching. This consists of dividing the area into strips of about 4 feet wide, or wider, depending upon the size of the object that you're looking for. First, search the strip to the left, then the adjoining strip to the right. This procedure is repeated until a thorough search has been made of the entire area. If the area has many obstructions, it should be sectioned off, and then the clock pattern of searching conducted for each section. If the area is small, with no obstructions, it is best to use just the clock method.

f. Searching for Drugs. Since the use of drugs in the military is of concern to all Air Force commanders, security police will have an increasing role to perform in its detection and enforcement of the law. This special section of searching for drugs is of utmost importance to you. This section, together with your previous unit on DRUGS of ABUSE, contains invaluable information.

(1) Where to Look for Drugs. Through experience we have learned that individuals will go to any extreme to protect their "treasure." The following is a general summary of common places to conceal opium, morphine, heroin, cocaine, marijuana, hashish, methamphetamines, and other dangerous drugs.

(a) Individual Person. Almost any body cavity and crevice has been used. Long, thick, or bushy hair is also a favorite location, as is the taping of drugs to any covered part of the body. Drugs have been found inside the blouse of trousers, in the toes of boots, underneath belts, in the hollow heels of boots and in the seams of clothing.

(b) Equipment and Personal Property. Just about any "dead space" has been used. This may range from concealing the drug in the hollow stock of an M-16, the bottom of the magazine, inside canteens, to mislabeled medicines; or, mixed in with personal hygiene accessories.

(c) Facilities and Work Areas. As with equipment and property, drugs are best concealed in the obvious places — that is to say, in places so obvious that few people would think to look for them there. To detect their hiding places outside of facilities one should be familiar with the principles and concepts of camouflage and concealment. Drugs have been found in such places as bushes, trees, sandy areas, near identifiable objects such as corners of buildings, in recreation areas, and even inside aircraft storage bays. Hiding places inside facilities include rafters, floor boards, electrical outlets, ceiling lights, bedposts, and even inside toilet bowls of latrines.

(d) A hiding place is only limited to one's imagination. When looking, use your own, and be prepared for anything — and for everything!

(2) How to Look for Drugs. Some of the tools that are available and should be used in detecting drugs are the Physician's Desk Reference (PDR), test kits, patrol dogs, and a probe.

(a) The PDR lists the drugs of 241 manufacturers and thousands of other drugs by color code, illustrations, addictive properties, dangers, and narcotic effects.

(b) Testing kits are available and valuable in determining if powder, pills, or other substances are narcotic.

(c) Patrol dogs have been used extensively, worldwide, obtaining outstanding results.

(d) Probes have been responsible for many seizures. This simple, thin, stiff wire can be used for checking powder cans, shoe polish, cold cream, ointments, or any other containers, and to examine the inside or outside depth of luggage or packages for false bottoms.

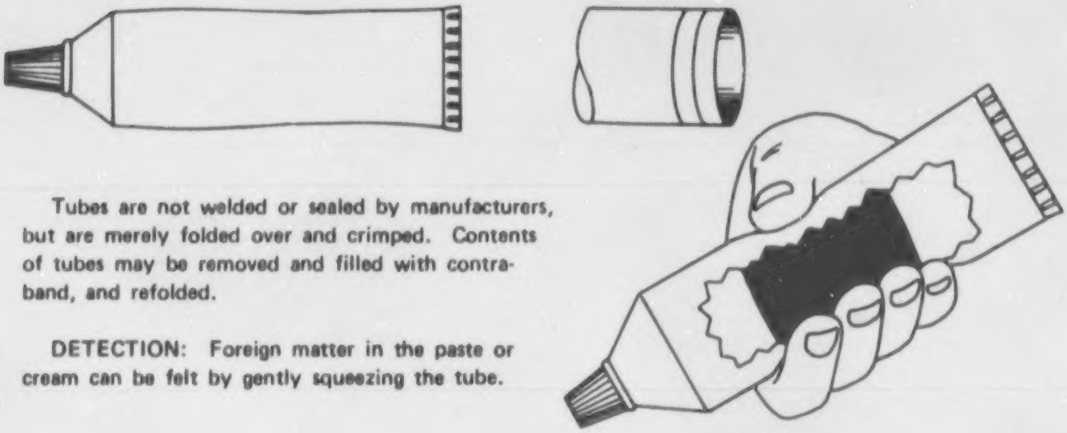
(e) Another simple but effective tool for opening packages, cutting the lining, or opening soap bars, is the common pocket knife.

(f) The following information is provided to assist you in performing your duties and to give you a close-up look at the problem at hand. The contraband hiding places listed were detected at McGuire AFB, N.J., during the period of 1 to 15 January 1970, while performing routine checks, and are listed in their order of frequency. Subsequent illustrations identify some of the hiding places, and the methods used in detecting this contraband, as previously discussed.

CONTRABAND HIDING PLACES DETECTED AT McGUIRE AFB LISTED IN ORDER OF FREQUENCY

1 Through 15 January 1970

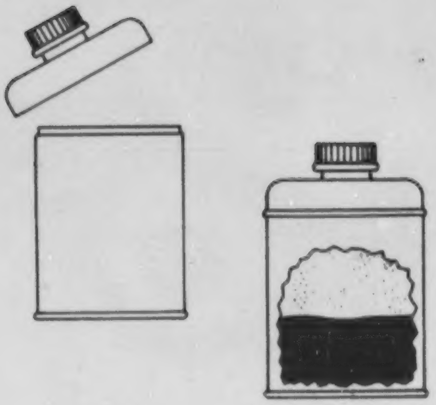
Toothpaste tube	26	Glove	2
Inside jacket pocket	20	Liner, toilet article bag	2
Cigarette pack	11	Duffelbag	2
Trouser pocket	9	Shirt pocket	2
In shoe	7	Metal film container	2
Pill container	6	Rolled in clothing in bag	2
Stocking	6	Powdered milk container	1
Jockey undershorts	6	Noxema jar	1
Tobacco pouch	6	Change purse	1
Overcoat pocket	6	Undershirt	1
Matchbox	4	Peanut can	1
Talcum powder can	4	Handle of shave brush	1
Hair cream tube	4	In wax	1
Outside jacket pocket	4	Shave cream tube	1
Cigarette lighter	3	Armpit	1
Shoe polish can	3	Taped to abdomen, fake wound	1
Wallet	3	Stereo tape box	1
Soap cake	3	Coffeemate packet	1
Envelope	3	Tin box	1
Camera	2	Shaving stick	1
Radio	2	Waxed, in plastic case	1
Toothpowder can	2	Cologne box	1
Shave powder	2	Paper bag	1



Tubes are not welded or sealed by manufacturers, but are merely folded over and crimped. Contents of tubes may be removed and filled with contraband, and refolded.

DETECTION: Foreign matter in the paste or cream can be felt by gently squeezing the tube.

Figure 2. Toothpaste, Hair, or Shave Cream Tubes.



Tops of cans can be pried off at the shoulder. Powder is replaced by drugs usually wrapped in plastic; powder is repacked to cover up the contraband. The top is replaced and visual detection is virtually impossible.

DETECTION: Measure the depth of containers by probing the sprinkling holes.

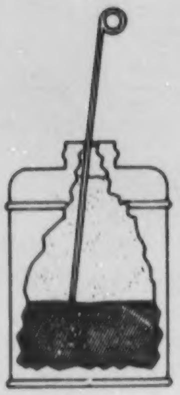
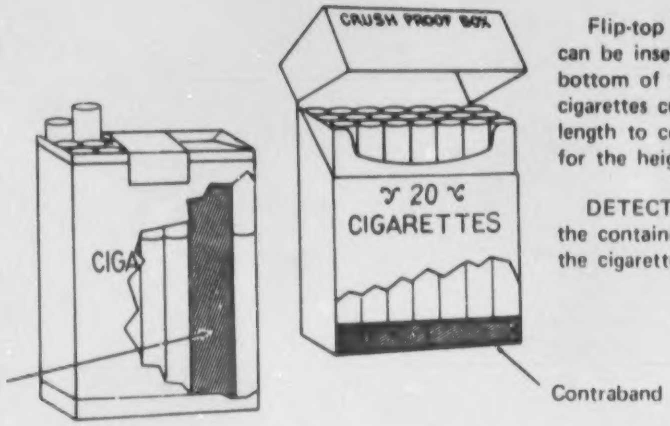


Figure 3. Toothpowder or Talcum Powder Containers.

Soft Pack. Cigarettes are removed and replaced by contraband that is normally wrapped to fit one or more layers of cigarettes. Remaining cigarettes are replaced to hide the contraband.

DETECTION: Gently squeeze the package for resistance. A visual examination may detect any distortion of the package.



Flip-top Box. Items can be inserted in the bottom of the box and cigarettes cut down in length to compensate for the height.

DETECTION: Squeeze the container and remove the cigarettes.

Figure 4. Cigarette Packs.

Shoe polish is dried to a point where removal is not too difficult. Items are placed in the bottoms of containers. The polish is replaced and rubbed to fill in the voids and cracks to give the appearance of use.

DETECTION: Probe through the polish.

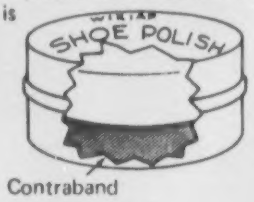
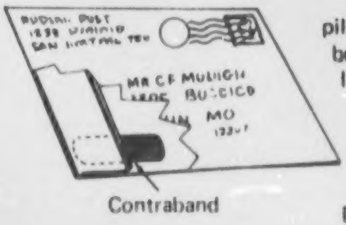


Figure 5. Shoe Polish.



Pieces of hashish, pills, or powder may be placed into envelopes with thick correspondence.

DETECTION: Feel and visually inspect.

Figure 6. Letters.

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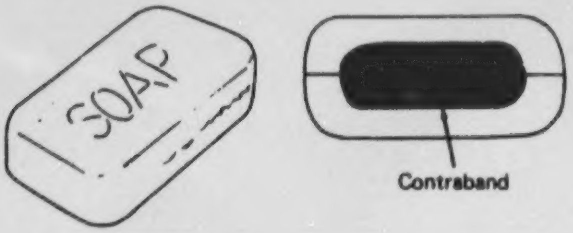


Soap bars are cut lengthwise. The center is hollowed and contraband inserted. The edges are joined and wetted, placed together, wetted again, and rubbed along the seam to remove all traces of being cut.

DETECTION: Is very difficult without gouging into the soap bar. Close examination may sometimes detect the seam after the soap has had time to dry.

Figure 7. Soap.

The cotton wadding is removed and replaced with foreign matter. The lighter is reassembled into its case.

DETECTION: Attempt to light the lighter. Of course, this is not foolproof. For practical inspection, the lighter should be disassembled.

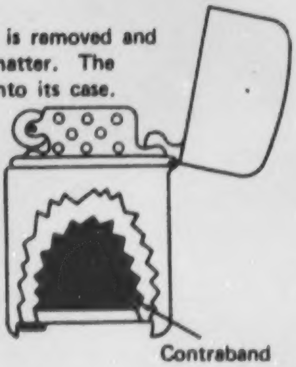


Figure 8. Cigarette Lighters.

Items can be placed under a layer of matchsticks.

DETECTION: Inspect.

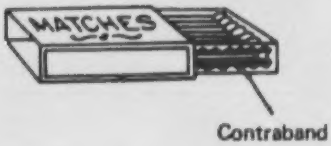


Figure 9. Matchboxes.

Film-roll compartments and the void behind the lens can be used for storing contraband.

DETECTION: Remove back of camera and inspect.

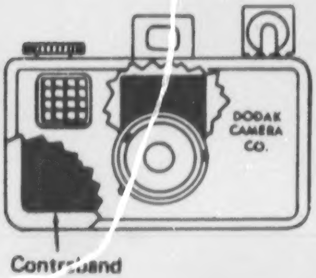


Figure 10. Cameras.

Transistor radios can be used by removing batteries and replacing them with contraband.

DETECTION: Remove back or battery cover and inspect.

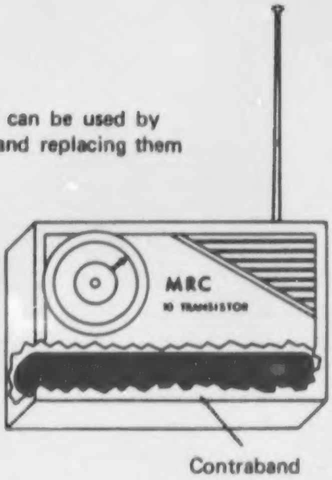
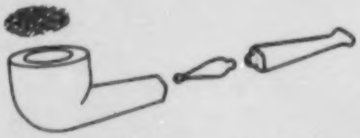


Figure 11. Battery-operated Radios.

The bowl has a fine residue in it. A copper screen is inserted into the bowl to prevent fine particles from dropping into the stem. The built-in metal filter is removed to allow the hashish smoke to be drawn into the mouth, heated and at full strength.



There are many varieties of pipes used for smoking hashish, from the water pipe to the opium pipe. However, the most prevalent encountered is the common briar pipe converted with the fine mesh screen and the removal of the metal filter. It can easily go undetected.

DETECTION: Inspect.

Figure 12. Pipes.

Drugs can be placed in the bottom of pouches and covered with tobacco.

DETECTION: Feel and visually inspect.

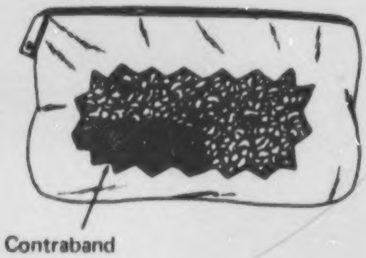
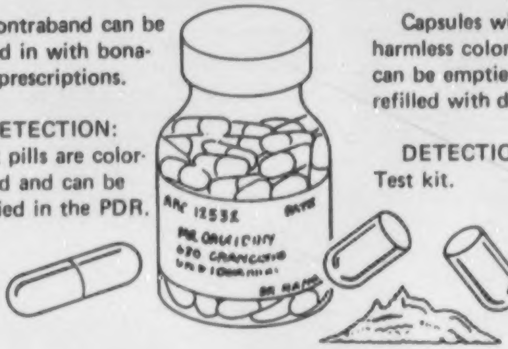


Figure 13. Tobacco Pouches.

Contraband can be mixed in with bona-fide prescriptions.

DETECTION: Most pills are color-coded and can be verified in the PDR.

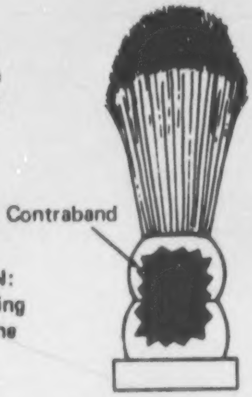


Capsules with a harmless color code can be emptied and refilled with drugs.

DETECTION: Test kit.

Figure 14. Prescription Pill Containers and Medication Capsules.

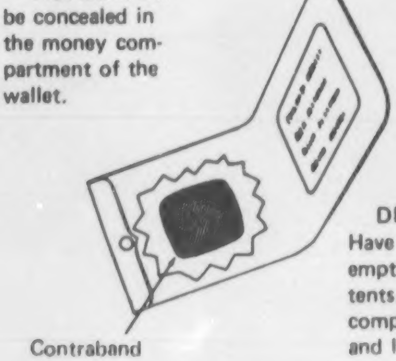
The top of the hollow handle can be cut, filled with drugs, and glued together.



DETECTION: Noticeable joining of the top to the hollow handle.

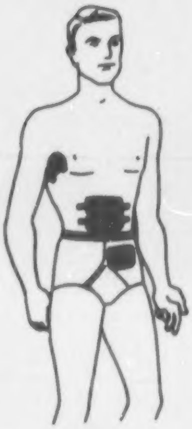
Figure 15. Shaving Brushes.

Flat items can be concealed in the money compartment of the wallet.



DETECTION: Have individual empty all contents. Inspect compartments and lining.

Figure 16. Wallets.



Various items can be concealed on the body under fake bandages, or taped or inserted where they are not likely to be noticed.

DETECTION: Complete search.

Figure 17. The Body.

EVIDENCE

Criminal prosecution often depends upon the conduct of the security policeman at the scene of the offense. The foundation for successful prosecution is an accurate and thorough investigation. It is something more than the mere collection of evidence required to support a successful prosecution. Evidence must be obtained that will be admissible in court. A basic knowledge of the rules governing the admission and rejection of evidence is fundamental to you.

Rules of Evidence

To be admissible evidence, facts, or matters of value as proof must be relevant and competent.

RELEVANT. The evidence must prove or disprove a fact which is part of any issue in the case. Example: "A" did not have a permit to carry a revolver. This evidence would be irrelevant in a prosecution of "A" for an assault with a revolver on "B" because the presence or absence of a gun permit is not an issue, not an element of the crime of assault with a revolver. The evidence must not be too remote to have any appreciable value in proving a fact which may be an issue in the case. Example: "A" and "B" had a heated argument in 1956 at a squadron softball game. Since that time there have been no similar incidents. In a 1973 prosecution of "A" for the murder of "B," this incident would be too remote to show a motive for "A" to kill "B" and would, therefore, be irrelevant.

COMPETENT. In addition to being relevant, evidence must also be competent. Competency deals with the reliability or worthiness of belief of evidence. A person may be incompetent to testify because of his age, physical handicap (deaf or blind), mental handicap (insanity), or other reasons. Other types of evidence may likewise be incompetent because they lack credibility or reliability. Hearsay evidence and evidence not properly authenticated or documented is not competent evidence even though it may prove a fact directly in issue and otherwise relevant. Evidence is anything which tends to prove or disprove an issue in question. It includes all matters (except comment or argument) legally submitted to a court to enable it to decide a question before it. The evidence may be direct or indirect in nature; however, a decision of a court-martial cannot be upheld if based upon insufficient or incompetent evidence. Some of the more important types of evidence follow.

Types of Evidence

DIRECT. Evidence which tends directly to prove or disprove a fact in issue is called direct evidence. For example, a witness testifies that he saw "A" shoot "B."

CIRCUMSTANTIAL. Evidence which tends indirectly to involve a person in an offense is called circumstantial evidence. For example, a witness testifies that, although he didn't see "A" shoot "B," he did see "A" with a gun in his hand 5 minutes before the shooting near the scene of the offense.

REAL EVIDENCE. Real evidence is some physical object as clothing, jewelry, weapons, or marks and wounds on a person's body.

DOCUMENTARY EVIDENCE. Documentary evidence is anything in writing, such as confessions, admissions, official records, and business entries. In AWOL cases, for example, an extract of personnel reports, authenticated by the officer who prepared it, is introduced as evidence to show that at a certain place and time the accused was not in his proper place of duty.

TESTIMONIAL EVIDENCE. Oral statements given by witnesses in court under oath are called testimonial evidence. The witnesses are testifying about their personal, first-hand knowledge of facts and circumstances surrounding a case.

Collecting Evidence

Upon arrival at the scene of an incident or search, a rapid mental evaluation of the area must be made to determine which items are of evidentiary value. These items should be guarded until they can be carefully and properly collected. This is usually accomplished after the search has been completed and photographs taken. However, it may be advisable, under certain conditions, to collect certain items of evidence as they are found. For example, items of evidence that would be destroyed by the elements or would impede further search should be collected as necessary. When collecting evidence, you must handle it as little as possible so as not to destroy its value as evidence. Plastic bags or envelopes may be used to preserve it in, and rubber gloves may be used to handle it. It may be necessary to damage, partially destroy, or otherwise decrease the effectiveness of an article, to collect important evidence. For example, it may be necessary to cut the upholstery on a piece of furniture to obtain an area stained with blood or cut out a section of a wall to collect fingerprints that cannot be collected by other means. This action is based on the merits of the individual case and must have the approval of the installation commander when it has been determined that the action is necessary to the investigation.

MARKING. It is important that you mark evidence as soon as possible after collection, so that you can identify it at a later date. The markings may include your initials marked on each item of evidence. These marks should be placed on the item of evidence in a place least likely to affect the appearance or the monetary or evidential value. If you collect a piece of evidence such as a bullet, knife, or other such items on which your initials cannot be written, the item should be placed in a suitable clean container, sealed and the identifying marks made on the container. You should always make notes, to include a description of the item, in your notebook at the time the evidence is collected. The evidence should also be tagged.

TAGGING. Tagging evidence further serves to help you identify evidence. The tag should contain pertinent data about the evidence and is attached to the article or container. Pertinent data about the evidence should include such information as the name of the person from whom the evidence is obtained, his/her duty unit and base, date, location where the item was found, and a description of the article. The description should include applicable serial numbers (weapons, cameras, etc.), and condition (rusted, lens broken, etc.). It is recommended that the tag be completed in ink. The tag serves as an aid in the processing and storage of evidence.

RECORDING EVIDENCE. Evidence found is recorded on AF Form 52 (Evidential or Acquired Property Record). This form encompasses the description of the evidence, where and from whom it was obtained, and the Chain of Custody.

CHAIN OF CUSTODY. There must be a complete accounting of all persons who handle evidence from the time it is found to the time that it is admitted in court. This accounting is called "A Chain of Custody." You will be responsible for making the initial transfer. It is normally made to the property custodian who holds it in storage for future disposition. Figure 18 illustrates a completed AF Form 52. Numbers have been placed in each block to assist in explaining each section.

Block 1 — Completed by administrative personnel.

Block 2 — Your assigned unit.

Block 3 — Your name.

Block 4 — Completed by the property custodian.

Block 5 — Name and organization (if military), address (if civilian), of suspect or person from whom property was received.

Block 6 — Why property was taken. For example, evidence, contraband, found property.

Block 7 — Where property was found. Room number, building number, base, and state is all that is required if the items were found in/on a premise. If the items were found in a vehicle, describe the vehicle, where the vehicle was parked, and the base and state.

Block 8 — Give at least one outstanding characteristic of the item that you are describing, in order to distinguish it from any other similar item; i.e., scratch marks, serial numbers, etc. More than one line may be used for the description of each item.

Block 9 — Self-explanatory.

Block 10 — Name of person from whom the property was received, his/her organization, and signature. If the person refuses to sign, indicate refusal in the signature block.

Block 11 — Your name, organization, and signature.

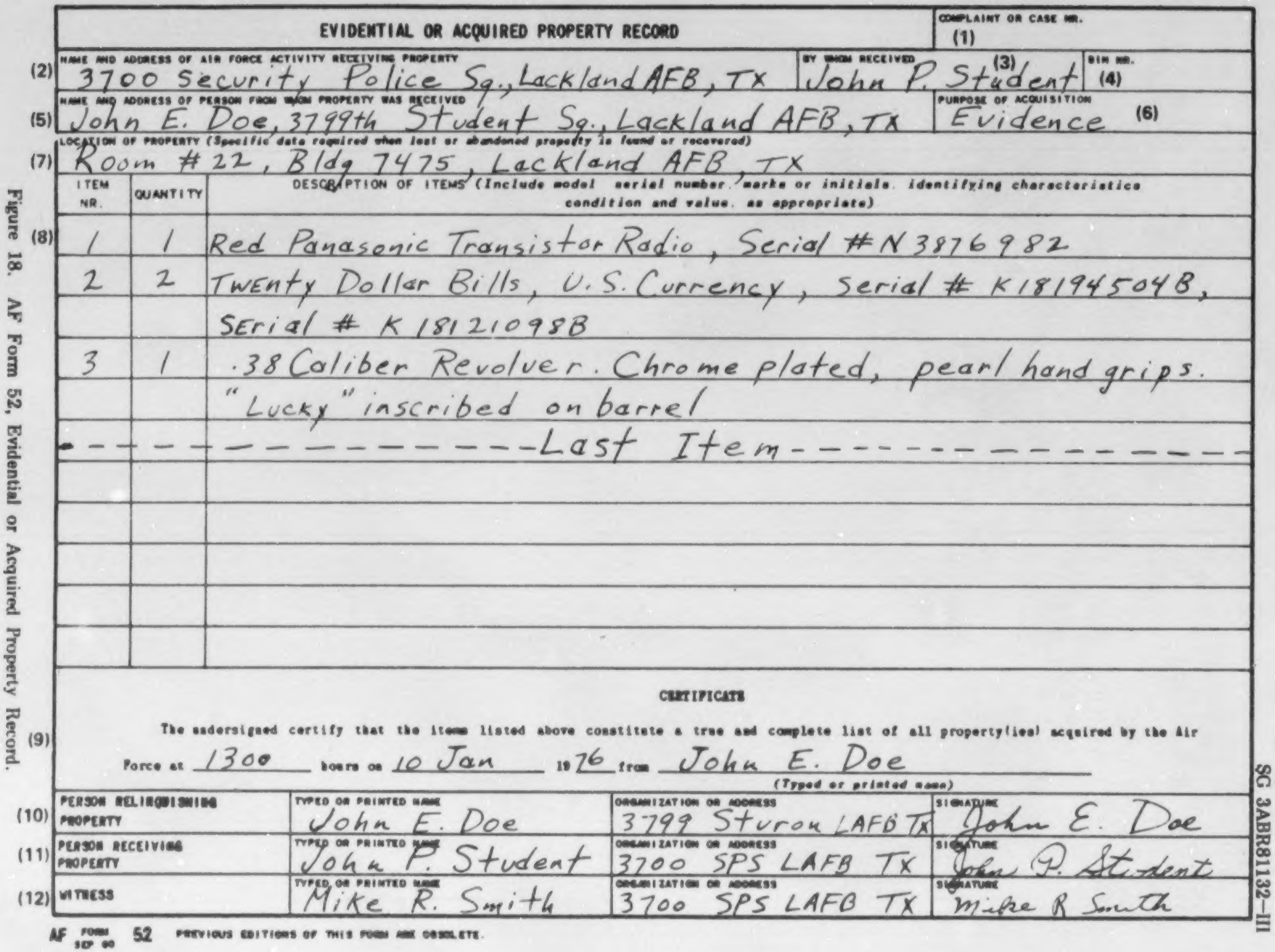
Block 12 — Name of witness, his/her organization, and signature (if applicable).

Block 13 — Chain of Custody. Include printed name, organization, and signature.

Block 14 — Leave blank; final disposition is made by the property custodian.

If the property is no longer needed in a trial, it is returned to the original owner unless it is contraband. If it is contraband it will be destroyed. Government property is returned to the appropriate agency.

NOTE: There will be a discussion period covering the preceding unit on Search, Seizure, and Evidence; then you will be required to complete WB 3ABR81230, *Search, Seizure, and Evidence.*



EVIDENTIAL OR ACQUIRED PROPERTY RECORD

COMPLAINT OR CASE NR. (1)

(2) NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY: 3700 Security Police Sq., Lackland AFB, TX

BY WHOM RECEIVED (3): John P. Student

BIN NR. (4)

(5) NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED: John E. Doe, 3799th Student Sq., Lackland AFB, TX

PURPOSE OF ACQUISITION (6): Evidence

(7) LOCATION OF PROPERTY (Specific data required when lost or abandoned property is found or recovered): Room #22, Bldg 7475, Lackland AFB, TX

(8)

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS (Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)
1	1	Red Panasonic Transistor Radio, Serial #N3876982
2	2	TWEnty Dollar Bills, U.S. Currency, Serial # K18194504B,
		SErial # K18121098B
3	1	.38 Caliber Revolver. Chrome plated, pearl hand grips.
		"Lucky" inscribed on barrel
-----	-----	-------------Last Item-------------------

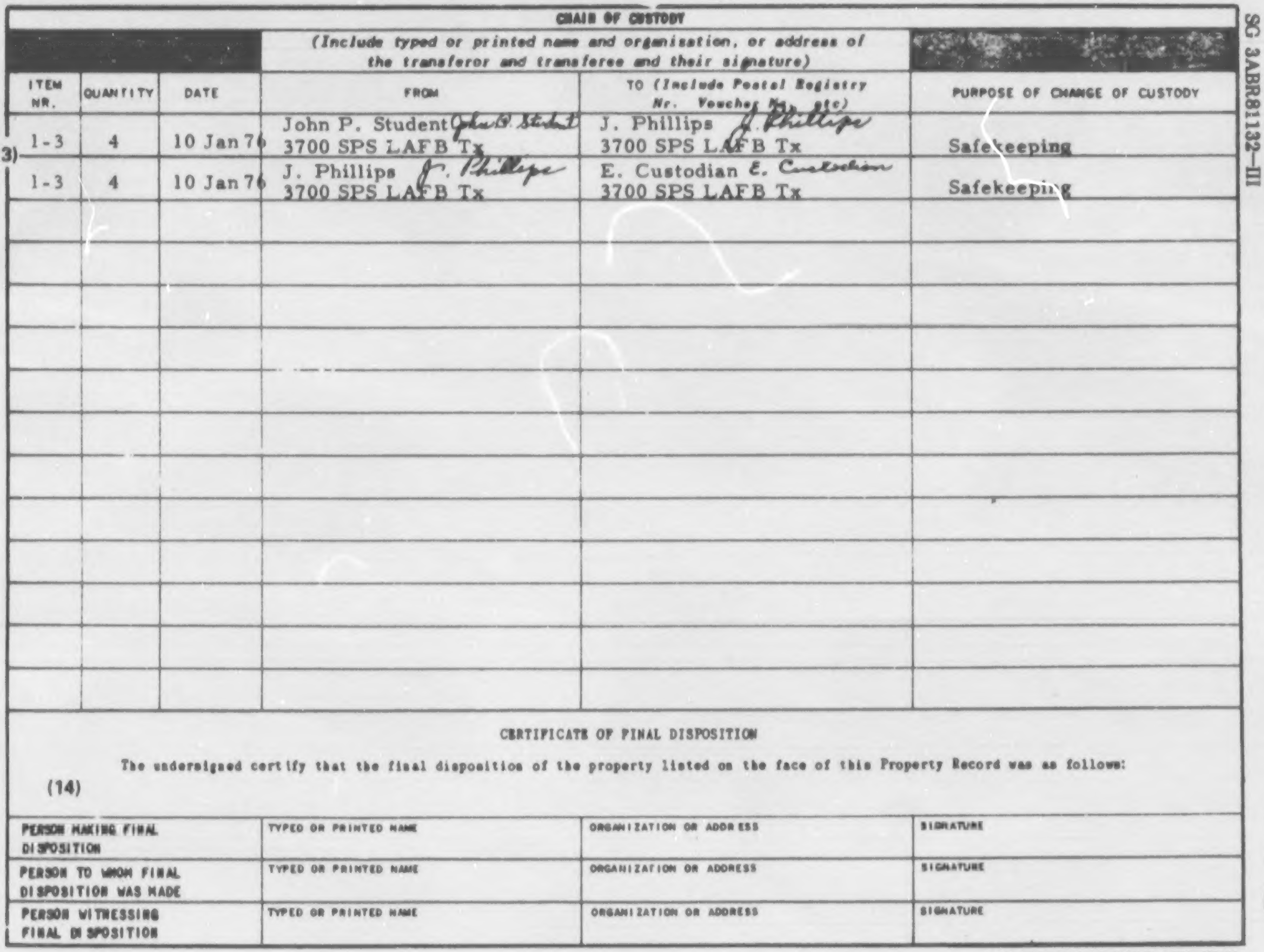
CERTIFICATE

(9) The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at 1300 hours on 10 Jan 1976 from John E. Doe
(Typed or printed name)

		TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
(10)	PERSON RELINQUISHING PROPERTY	John E. Doe	3799 Sturon LAFB Tx	John E. Doe
(11)	PERSON RECEIVING PROPERTY	John P. Student	3700 SPS LAFB TX	John P. Student
(12)	WITNESS	Mike R. Smith	3700 SPS LAFB TX	Mike R Smith

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

Figure 18. AF Form 52, Evidential or Acquired Property Record.



CHAIN OF CUSTODY

[redacted] (Include typed or printed name and organization, or address of the transferor and transferee and their signature) [redacted]

ITEM NR.	QUANTITY	DATE	FROM	TO (Include Postal Registry Nr. Voucher No. etc)	PURPOSE OF CHANGE OF CUSTODY
1-3	4	10 Jan 76	John P. Student John P. Student 3700 SPS LAFB Tx	J. Phillips J. Phillips 3700 SPS LAFB Tx	Safekeeping
1-3	4	10 Jan 76	J. Phillips J. Phillips 3700 SPS LAFB Tx	E. Custodian E. Custodian 3700 SPS LAFB Tx	Safekeeping

(13)

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

(14)

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE : 1966 O—200-774

Figure 18. AF Form 52, Evidential or Acquired Property Record – Continued.

UCMJ ARTICLES 77 THROUGH 134

You are authorized to apprehend when personnel subject to the UCMJ violate any of the Punitive Articles. A Punitive Article is violated when a person commits an act as stated in the Code, and in the manner and frame of mind indicated. Violation of the Code is an offense against another person or the Government. The Punitive Articles are extracted from the UCMJ as follows:

877. Art. 77. Principals

Any person punishable under this chapter who —

(1) commits an offense punishable by this chapter, or aids, abets, counsels, commands, or procures its commission; or

(2) causes an act to be done which if directly performed by him would be punishable by this chapter;

is a principal.

878. Art. 78. Accessory after the fact

Any person subject to this chapter who, knowing that an offense punishable by this chapter has been committed, receives, comforts, or assists the offender in order to hinder or prevent his apprehension, trial, or punishment shall be punished as a court-martial may direct.

879. Art. 79. Conviction of lesser included offense

An accused may be found guilty of an offense necessarily included in the offense charged or of an attempt to commit either the offense charged or an offense necessarily included therein.

880. Art. 80. Attempts

(a) An act, done with specific intent to commit an offense under this chapter, amounting to more than mere preparation and tending, even though failing, to effect its commission, is an attempt to commit that offense.

(b) Any person subject to this chapter who attempts to commit any offense punishable by this chapter shall be punished as a court-martial may direct, nlessu otherwise specifically prescribed.

(c) Any person subject to this chapter may be convicted of an attempt to commit an offense although it appears on the trial that the offense was consummated.

881. Art. 81. Conspiracy

Any person subject to this chapter who conspires with any other person to commit an offense under this chapter shall, if one or more of the conspirators does an act to effect the object of the conspiracy, be punished as a court-martial may direct.

882. Art. 82. Solicitation

(a) Any person subject to this chapter who solicits or advises another or others to desert in violation of section 885 of this title (article 85) or mutiny in violation of section 894 of this title (article 94) shall, if the offense solicited or advised is attempted or committed, be punished with the punishment provided for the commission of the offense, but, if the offense solicited or advised is not committed or attempted, he shall be punished as a court-martial may direct.

(b) Any person subject to this chapter who solicits or advises another or others to commit an act of misbehavior before the enemy in violation of section 899 of this title (article 99) or sedition in violation of section 894 of this title (article 94) shall, if the offense solicited or advised is committed, be punished with the punishment provided for the commission of the offense, but, if the offense solicited or advised is not committed, he shall be punished as a court-martial may direct.

883. Art. 83. Fraudulent enlistment, appointment, or separation

Any person who —

(1) procures his own enlistment or appointment in the armed forces by knowingly false representation or deliberate concealment as to his qualifications for that enlistment or appointment and receives pay or allowances thereunder; or

(2) procures his own separation from the armed forces by knowingly false representation or deliberate concealment as to his eligibility for that separation;

shall be punished as a court-martial may direct.

884. Art. 84. Unlawful enlistment, appointment, or separation

Any person subject to this chapter who effects an enlistment or appointment in or a separation from the armed forces of any person who is known to him to be ineligible for that enlistment, appointment, or separation because it is prohibited by law, regulation, or order shall be punished as a court-martial may direct.

885. Art. 85. Desertion

(a) Any member of the armed forces who —

(1) without authority goes or remains absent from his unit, organization, or place of duty with intent to remain away therefrom permanently;

(2) quits his unit, organization, or place of duty with intent to avoid hazardous duty or to shirk important service; or

(3) without being regularly separated from one of the armed forces enlists or accepts an appointment in the same or another one of the armed forces without fully disclosing the fact that he has not been regularly separated, or enters any foreign armed service except when authorized by the United States;

is guilty of desertion.

(b) Any commissioned officer of the armed forces who, after tender of his resignation and before notice of its acceptance, quits his post or proper duties without leave and with intent to remain away therefrom permanently is guilty of desertion.

(c) Any person found guilty of desertion or attempt to desert shall be punished, if the offense is committed in time of war, by death or such other punishment as a court-martial may direct, but if the desertion or attempt to desert occurs at any other time, by such punishment, other than death, as a court-martial may direct.

886. Art. 86. Absence without leave

Any member of the armed forces who, without authority —

(1) fails to go to his appointed place of duty at the time prescribed;

(2) goes from that place; or

(3) absents himself or remains absent from his unit, organization, or place of duty at which he is required to be at the time prescribed;

shall be punished as a court-martial may direct.

887. Art. 87. Missing movement

Any person subject to this chapter who through neglect or design misses the movement of a ship, aircraft, or unit with which he is required in the course of duty to move shall be punished as a court-martial may direct.

888. Art. 88. Contempt toward officials

Any commissioned officer who uses contemptuous words against the President, the Vice President, Congress, the Secretary of Defense, the Secretary of a military department, the Secretary of the Treasury, or the Governor or legislature of any State, Territory, Commonwealth, or possession in which he is on duty or present shall be punished as a court-martial may direct.

889. Art. 89. Disrespect toward superior commissioned officer

Any person subject to this chapter who behaves with disrespect toward his superior commissioned officer shall be punished as a court-martial may direct.

890. Art. 90. Assaulting or willfully disobeying superior commissioned officer

Any person subject to this chapter who —

(1) strikes his superior commissioned officer or draws or lifts up any weapon or offers any violence against him while he is in the execution of his office; or

(2) willfully disobeys a lawful command of his superior commission officer; shall be punished, if the offense is committed in time of war, by death or such other punishment as a court-martial may direct, and if the offense is committed at any other time, by such punishment, other than death, as a court-martial may direct.

891. Art. 91. Insubordinate conduct toward warrant officer, noncommissioned officer, or petty officer

Any warrant officer or enlisted member who —

(1) strikes or assaults a warrant officer, noncommissioned officer, or petty officer, while that officer is in the execution of his office;

(2) willfully disobeys the lawful order of a warrant officer, noncommissioned officer, or petty officer; or

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(3) treats with contempt or is disrespectful in language or deportment toward a warrant officer, noncommissioned officer, or petty officer while that officer is in the execution of his office;
shall be punished as a court-martial may direct.

892. Art. 92. Failure to obey order or regulation

Any person subject to this chapter who –

(1) violates or fails to obey any lawful general order or regulation;

(2) having knowledge of any other lawful order issued by a member of the armed forces, which it is his duty to obey, fails to obey the order; or

(3) is derelict in the performance of his duties;
shall be punished as a court-martial may direct.

893. Art. 93. Cruelty and maltreatment

Any person subject to this chapter who is guilty of cruelty toward, or oppression or maltreatment of, any person subject to his orders shall be punished as a court-martial may direct.

894. Art. 94. Mutiny or sedition

(a) Any person subject to this chapter who –

(1) with intent to usurp or override lawful military authority, refuses, in concert with any other person, to obey orders or otherwise do his duty or creates any violence or disturbance is guilty of mutiny;

(2) with intent to cause the overthrow or destruction of lawful civil authority, creates, in concert with any other person, revolt, violence, or other disturbance against that authority is guilty of sedition;

(3) fails to do his utmost to prevent and suppress a mutiny or sedition being committed in his presence, or fails to take all reasonable means to inform his superior commissioned officer or commanding officer of a mutiny or sedition which he knows or has reason to believe is taking place, is guilty of a failure to suppress or report a mutiny or sedition.

(b) A person who is found guilty of attempted mutiny, mutiny, sedition, or failure to suppress or report a mutiny or sedition shall be punished by death or such other punishment as a court-martial may direct.

895. Art. 95. Resistance, breach of arrest, and escape

Any person subject to this chapter who resists apprehension or breaks arrest or who escapes from custody or confinement shall be punished as a court-martial may direct.

896. Art. 96. Releasing prisoner without proper authority

Any person subject to this chapter who, without proper authority, releases any prisoner committed to his charge, or who through neglect or design suffers any such prisoner to escape, shall be punished as a court-martial may direct, whether or not the prisoner was committed in strict compliance with law.

897. Art. 97. Unlawful detention

Any person subject to this chapter who, except as provided by law, apprehends, arrests, or confines any person shall be punished as a court-martial may direct.

898. Art. 98. Noncompliance with procedural rules

Any person subject to this chapter who —

(1) is responsible for unnecessary delay in the disposition or any case of a person accused of an offense under this chapter; or

(2) knowingly and intentionally fails to enforce or comply with any provision of this chapter regulating the proceedings before, during, or after trial of an accused;

shall be punished as a court-martial may direct.

899. Art. 99. Misbehavior before the enemy

Any member of the armed forces who before or in the presence of the enemy —

(1) runs away;

(2) shamefully abandons, surrenders, or delivers up any command, unit, place, or military property which it is his duty to defend;

(3) through disobedience, neglect, or intentional misconduct endangers the safety of any such command, unit, place, or military property;

(4) casts away his arms or ammunition;

(5) is guilty of cowardly conduct;

(6) quits his place of duty to plunder or pillage;

(7) causes false alarms in any command, unit, or place under control of the armed forces;

(8) willfully fails to do his utmost to encounter, engage, capture, or destroy any enemy troops, combatants, vessels, aircraft, or any other thing, which it is his duty so to encounter, engage, capture, or destroy; or

(9) does not afford all practicable relief and assistance to any troops, combatants, vessels, or aircraft of the armed forces belonging to the United States or their allies when engaged in battle;

shall be punished by death or such other punishment as a court-martial may direct.

900. Art. 100. Subordinate compelling surrender

Any person subject to this chapter who compels or attempts to compel the commander of any place, vessel, aircraft, or other military property, or of any body of members of the armed forces, to give it up to an enemy or to abandon it, or who strikes the colors or flag to an enemy without proper authority, shall be punished by death or such other punishment as a court-martial may direct.

901. Art. 101. Improper use of countersign

Any person subject to this chapter who in time of war discloses the parole or countersign to any person not entitled to receive it or who gives to another who is entitled to receive and use the parole or countersign a different parole or

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countersign from that which, to his knowledge, he was authorized and required to give, shall be punished by death or such other punishment as a court-martial may direct.

902. Art. 102. Forcing a safeguard

Any person subject to this chapter who forces a safeguard shall suffer death or such other punishment as a court-martial may direct.

903. Art. 103. Captured or abandoned property

(a) All persons subject to this chapter shall secure all public property taken from the enemy for the service of the United States, and shall give notice and turn over to the proper authority without delay all captured or abandoned property in their possession, custody, or control..

(b) Any person subject to this chapter who —

(1) fails to carry out the duties prescribed in subsection (a);

(2) buys, sells, trades, or in any way deals in or disposes of captured or abandoned property, whereby he receives or expects any profit, benefit, or advantage to himself or another directly or indirectly connected with himself; or

(3) engages in looting or pillaging;

shall be punished as a court-martial may direct.

904. Art. 104. Aiding the enemy

Any person who —

(1) aids, or attempts to aid, the enemy with arms, ammunition, supplies, money, or other things; or

(2) without proper authority, knowingly harbors or protects or gives intelligence to or communicates or corresponds with or holds any intercourse with the enemy, either directly or indirectly;

shall suffer death or such other punishment as a court-martial or military commission may direct.

905. Art. 105. Misconduct as prisoner

Any person subject to this chapter who, while in the hands of the enemy in time of war —

(1) for the purpose of securing favorable treatment by his captors acts without proper authority in a manner contrary to law, custom, or regulation, to the detriment of others of whatever nationality held by the enemy as civilian or military prisoners; or

(2) while in a position of authority over such persons maltreats them without justifiable cause;

shall be punished as a court-martial may direct.

906. Art. 106. Spies

Any person, who in time of war commits the offense of lurking as a spy or acting as a spy in or about any place, vessel, or aircraft, within the control or jurisdiction of any of the armed forces of the United States, or in any shipyard, any manufacturing or industrial plant, or any other place or institution engaged in work in aid of the prosecution of the war by the United States, or elsewhere, shall be punished as a court-martial may direct.

907. Art. 107. False official statements

Any person subject to this chapter who, with intent to deceive, signs any false record, return, regulation, order, or other official document, knowing it to be false, or makes any other false official statement knowing it to be false, shall be punished as a court-martial may direct.

908. Art. 108. Military property of United States — Loss, damage, destruction, or wrongful disposition

Any person subject to this chapter who, without proper authority —

(1) sell or otherwise disposes of;

(2) willfully or through neglect damages, destroys, or loses; or

(3) willfully or through neglect suffers to be lost, damaged, destroyed, sold, or wrongfully disposed of;

any military property of the United States, shall be punished as a court-martial may direct.

909. Art. 109. Property other than military property of the United States — Waste, spoilage, or destruction

Any person subject to this chapter who willfully or recklessly wastes, spoils, or otherwise willfully and wrongfully destroys or damages any property other than military property of the United States shall be punished as a court-martial may direct.

910. Art. 110. Improper hazarding of vessel

(a) Any person subject to this chapter who willfully and wrongfully hazards or suffers to be hazarded any vessel of the armed forces shall suffer death or such other punishment as a court-martial may direct.

(b) Any person subject to this chapter who negligently hazards or suffers to be hazarded any vessel of the armed forces shall be punished as a court-martial may direct.

911. Art. 111. Drunken or reckless driving

Any person subject to this chapter who operates any vehicle while drunk, or in a reckless or wanton manner, shall be punished as a court-martial may direct.

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912. Art. 112. Drunk on duty

Any person subject to this chapter other than a sentinel or look-out, who is found drunk on duty, shall be punished as a court-martial may direct.

913. Art. 113. Misbehavior of sentinel

Any sentinel or look-out who is found drunk or sleeping upon his post, or leaves it before he is regularly relieved, shall be punished, if the offense is committed in time of war, by death or such other punishment as a court-martial may direct, but if the offense is committed at any other time, by such punishment other than death as a court-martial may direct.

914. Art. 114. Dueling

Any person subject to this chapter who fights or promotes, or is concerned in or connives at fighting a duel, or who, having knowledge of a challenge sent or about to be sent, fails to report the fact promptly to the proper authority, shall be punished as a court-martial may direct.

915. Art. 115. Malingering

Any person subject to this chapter who for the purpose of avoiding work, duty, or service —

(1) feigns illness, physical disablement, mental lapse or derangement; or
(2) intentionally inflicts self-injury;

shall be punished as a court-martial may direct.

916. Art. 116. Riot or breach of peace

Any person subject to this chapter who causes or participates in any riot or breach of the peace shall be punished as a court-martial may direct.

917. Art. 117. Provoking speeches or gestures

Any person subject to this chapter who uses provoking or reproachful words or gestures towards any other person subject to this chapter shall be punished as a court-martial may direct.

918. Art. 118. Murder

Any person subject to this chapter who, without justification or excuse, unlawfully kills a human being, when he —

(1) has a premeditated design to kill;
(2) intends to kill or inflict great bodily harm;
(3) is engaged in an act which is inherently dangerous to others and evinces a wanton disregard of human life; or

(4) is engaged in the perpetration or attempted perpetration of burglary, sodomy, rape, robbery, or aggravated arson;

is guilty of murder, and shall suffer such punishment as a court-martial may direct, except that if found guilty under clause (1) or (4), he shall suffer death or imprisonment for life as a court-martial may direct.

919. Art. 119. Manslaughter

(a) Any person subject to this chapter who, with an intent to kill or inflict great bodily harm, unlawfully kills a human being in the heat of sudden passion caused by adequate provocation is guilty of voluntary manslaughter and shall be punished as a court-martial may direct.

(b) Any person subject to this chapter who, without an intent to kill or inflict great bodily harm, unlawfully kills a human being —

(1) by culpable negligence; or

(2) while perpetrating or attempting to perpetrate an offense, other than those named in clause (4) of section 918 of this title (article 118), directly affecting the person;

is guilty of involuntary manslaughter and shall be punished as a court-martial may direct.

920. Art. 120. Rape and carnal knowledge

(a) Any person subject to this chapter who commits an act of sexual intercourse with a female not his wife, by force and without her consent, is guilty of rape and shall be punished by death or such other punishment as a court-martial may direct.

(b) Any person subject to this chapter who, under circumstances not amounting to rape, commits an act of sexual intercourse with a female not his wife who has not attained the age of sixteen years, is guilty of carnal knowledge and shall be punished as a court-martial may direct.

(c) Penetration, however slight, is sufficient to complete either of these offenses.

921. Art. 121. Larceny and wrongful appropriation

(a) Any person subject to this chapter who wrongfully takes, obtains, or withholds, by any means, from the possession of the owner or of any other person any money, personal property, or article of value of any kind —

(1) with intent permanently to deprive or defraud another person of the use and benefit of property or to appropriate it to his own use or the use of any person other than the owner, steals that property and is guilty of larceny; or

(2) with intent temporarily to deprive or defraud another person of the use and benefit of property or to appropriate it to his own use or the use of any person other than the owner, is guilty of wrongful appropriation.

(b) Any person found guilty of larceny or wrongful appropriation shall be punished as a court-martial may direct.

922. Art. 122. Robbery

Any person subject to this chapter who with intent to steal takes anything of value from the person or in the presence of another, against his will, by means of force or violence or fear of immediate or future injury to his person or property or to the person or property of a relative or member of his family or of anyone in his company at the time of the robbery, is guilty of robbery and shall be punished as a court-martial may direct.

923. Art. 123. Forgery

Any person subject to this chapter who, with intent to defraud —

(1) falsely makes or alters any signature to, or any part of, any writing which would, if genuine, apparently impose a legal liability on another or change his legal right or liability to his prejudice; or

(2) utters, offers, issues, or transfers such a writing, known by him to be so made or altered;

is guilty of forgery and shall be punished as a court-martial may direct.

923a. Art. 123a. Making, drawing, or uttering check, draft, or order without sufficient funds

Any person subject to this chapter who —

(1) for the procurement of any article or thing of value, with intent to defraud; or

(2) for the payment of any past due obligation, or for any other purpose, with intent to deceive;

makes, draws, utters, or delivers any check, draft, or order for the payment of money upon any bank or other depository, knowing at the time that the maker or drawer has not or will not have sufficient funds in, or credit with, the bank or other depository for the payment of that check, draft, or order in full upon its presentment, shall be punished as a court-martial may direct. The making, drawing, uttering, or delivering by a maker or drawer of a check, draft or order, payment of which is refused by the drawee because of insufficient funds of the maker or drawer in the drawee's possession or control, is prima facie evidence of his intent to defraud or deceive and of his knowledge of insufficient funds in, or credit with, that bank or other depository, unless the maker or drawer pays the holder the amount due within five days after receiving notice, orally or in writing, that the check, draft, or order was not paid on presentment. In this section, the word 'credit' means an arrangement or understanding, express or implied, with the bank or other depository for the payment of that check, draft, or order.

924. Art. 124. Maiming

Any person subject to this chapter who, with intent to injure, disfigure, or disable, inflicts upon the person of another an injury which —

(1) seriously disfigures his person by any mutilation thereof;

(2) destroys or disables any member or organ of his body; or

(3) seriously diminishes his physical vigor by the injury of any member or organ;

is guilty of maiming and shall be punished as a court-martial may direct.

925. Art. 125. Sodomy

(a) Any person subject to this chapter who engages in unnatural carnal copulation with another person of the same or opposite sex or with an animal is guilty of sodomy. Penetration, however slight, is sufficient to complete the offense.

(b) Any person found guilty of sodomy shall be punished as a court-martial may direct.

926. Art. 126. Arson

(a) Any person subject to this chapter who willfully and maliciously burns or sets on fire an inhabited dwelling, or any other structure, movable or immovable, wherein to the knowledge of the offender there is at the time a human being, is guilty of aggravated arson and shall be punished as a court-martial may direct.

(b) Any person subject to this chapter who willfully and maliciously burns or sets fire to the property of another, except as provided in subsection (a), is guilty of simple arson and shall be punished as a court-martial may direct.

927. Art. 127. Extortion

Any person subject to this chapter who communicates threats to another person with the intention thereby to obtain anything of value or any acquittance, advantage, or immunity is guilty of extortion and shall be punished as a court-martial may direct.

928. Art. 128. Assault

(a) Any person subject to this chapter who attempts or offers with unlawful force or violence to do bodily harm to another person, whether or not the attempt or offer is consummated, is guilty of assault and shall be punished as a court-martial may direct.

(b) Any person subject to this chapter who —

(1) commits an assault with a dangerous weapon or other means or force likely to produce death or grievous bodily harm; or

(2) commits an assault and intentionally inflicts grievous bodily harm with or without a weapon;

is guilty of aggravated assault and shall be punished as a court-martial may direct.

929. Art. 129. Burglary

Any person subject to this chapter who, with intent to commit an offense punishable under sections 918 – 928 of this title (articles 118 – 128), breaks and enters, in the nighttime, the dwelling house of another, is guilty of burglary and shall be punished as a court-martial may direct.

930. Art. 130. Housebreaking

Any person subject to this chapter who unlawfully enters the building or structure of another with intent to commit a criminal offense therein is guilty of housebreaking and shall be punished as a court-martial may direct.

931. Art. 131. Perjury

Any person subject to this chapter who in a judicial proceeding or in a course of justice willfully and corruptly gives, upon a lawful oath or in any form allowed by law to be substituted for an oath, any false testimony material to the issue of matter of inquiry is guilty of perjury and shall be punished as a court-martial may direct.

932. Art. 132. Frauds against the United States

Any person subject to this chapter –

(1) who, knowing it to be false or fraudulent –

(A) makes any claim against the United States or any officer thereof; or

(B) presents to any person in the civil or military service thereof, for approval or payment, any claim against the United States or any officer thereof;

(2) who, for the purpose of obtaining the approval, allowance, or payment of any claim against the United States or any officer thereof –

(A) makes or uses any writing or other paper knowing it to contain any false or fraudulent statements;

(B) makes any oath to any fact or to any writing or other paper knowing the oath to be false; or

(C) forges or counterfeits any signature upon any writing or other paper, or uses any such signature knowing it to be forged or counterfeited;

(3) who, having charge, possession, custody, or control of any money, or other property of the United States, furnished or intended for the armed forces thereof, knowingly delivers to any person having authority to receive it, any amount thereof less than that for which he receives a certificate or receipt; or

(4) who, being authorized to make or deliver any paper certifying the receipt of any property of the United States furnished or intended for the armed forces thereof, makes or delivers to any person such writing without having full knowledge of the truth of the statements therein contained and with intent to defraud the United States;

shall, upon conviction, be punished as a court-martial may direct.

933. Art. 133. Conduct unbecoming an officer and a gentleman

Any commissioned officer, cadet, or midshipman who is convicted of conduct unbecoming an officer and a gentleman shall be punished as a court-martial may direct.

934. Art. 134. General article

Though not specifically mentioned in this chapter, all disorders and neglects to the prejudice of good order and discipline in the armed forces, all conduct of a nature to bring discredit upon the armed forces, and crimes and offenses not capital, of which persons subject to this chapter may be guilty, shall be taken cognizance of by a general, special, or summary court-martial, according to the nature and degree of the offense, and shall be punished at the discretion of that court.

GLOSSARY

Absolute martial law — Total replacement of the civil government by military authority.

AF Form 52 — Evidential or Acquired Property Record.

AF Form 1176 — Authority to Search and Seize (Search Warrant).

AFR 125-26 — Regulation governing the arming and use of force by Air Force personnel.

Apprehension — The taking of a person into custody.

Article 2, UCMJ — Defines personnel subject to military jurisdiction.

Article 5, UCMJ — Defines territorial applicability of military jurisdiction.

Article 7b, UCMJ — Security policeman's authority to apprehend.

Articles 77 – 134, UCMJ — Known as the Punitive Articles.

Citizen's arrest — Authority of a citizen to make an arrest according to state laws.

Contraband — Items that are illegal for an individual to hold in his possession.

Detention — Legal term; reference page 1-4.

Effecting an apprehension — Informing a suspect orally or in writing that you are taking him into custody or placing him under apprehension.

Evidence — Anything used to prove or disprove a question in issue in court.

Fourth Amendment to the Constitution — Guarantees the rights of people to be secure in their persons, houses, papers, and effects, against unreasonable searches. Also provides for searches conducted with warrants issued upon probable cause.

Martial law — Use of military power to preserve order and insure public safety during times of emergency.

Paragraph 19a, MCM — Defines personnel who may apprehend.

Probable cause — Requirement necessary for the ordering of a search.

Qualified martial law — Assistance of the military to preserve civilian order.

Reasonable belief — That which is necessary to make an apprehension. Reasonable belief that a crime was committed and the person to be apprehended committed it.

Search — Examination of a person, house, building or property.

Seizure — The taking of items of evidence or contraband.

Status of Forces Agreements — Agreements made between the U.S. and countries in which military bases are located.

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WORKBOOK

3ABR81150

Technical Training

Law Enforcement Specialist

LEGAL CONSIDERATIONS OF LAW ENFORCEMENT

30 July 1976

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
USAF Security Police Academy
Lackland Air Force Base, Texas

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WB 3ABR81230
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LEGAL CONSIDERATIONS OF LAW ENFORCEMENT

OBJECTIVES

Given situations involving a suspect, determine with minimum assistance, if jurisdiction and reasonable belief exists to make an apprehension.

Given situations involving suspects, identify the correct approach techniques for each situation with no more than one error.

Given situations involving a suspect, select those situations that reflect an improper use of force with no more than one error.

INTRODUCTION

This workbook is designed for use by students in Course 3ABR81230, Law Enforcement Specialist, to support the study guide, Law Enforcement Procedures. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the USAF Security Police Academy. Knowledges acquired from using the study guide will help you perform the exercises, or answer the questions presented in this workbook. It was designed using Instructional System Development principles and concepts. Copies of this workbook are issued by the Curricula Unit upon request of the course.

INSTRUCTIONS

Using the study guide provided, complete the exercises in this booklet. Each exercise must be evaluated by your instructor to insure achievement of the learning objectives.

This booklet is distributed on the basis of one for each instructor and student. It is *organizational* rather than *personal* and is authorized to remain in the personal possession of the individual(s) to whom issued so long as it is required for instructional and training purposes in the classroom. Upon completion of this booklet by the student it is to be collected by the instructor and destroyed.

EQUIPMENT

Pen or pencil.

EXERCISE 1

The following statements describe (in brief form) a given situation involving an incident and suspect. Place an "X" beside those situations where *jurisdiction* exists to make an apprehension. Your decision must only be based on *authority* and *jurisdiction* to act. No more than three errors are allowed.

_______1. While patroling the base housing area at 0200 hours, you observe an individual in civilian clothing crawling out of a window in quarters 603. You detain the individual, he admits to illegally entering the quarters, and identifies himself as the dependent son of MSgt Burke, living in quarters 602.

_______2. You are on duty at the main gate. An individual, dressed in a U.S. Navy uniform, drives up. You notice a television set in the back seat that matches the description of one that was stolen recently. The sailor cannot prove ownership.

_______3. You are an off-duty Security Policeman (E-3). While dining in a downtown restaurant, an individual, obviously not military, pulls a gun on the cashier and demands all the money.

_______4. Qualified martial law has been declared in Hutmotuk, Texas. You have been assigned to patrol a residential area. You observe two female teenagers throwing soft drink bottles through the windows of several private homes.

_______5. You are on town patrol. You observe an individual in civilian clothing that matches the exact description of a person wanted for AWOL.

_______6. You are an off-duty Security Policeman (E-2). While at the Airmen's Club a fight breaks out involving two male individuals.

_______7. You are an on duty Security Policeman (E-2) working at the main gate. An Air Force Master Sergeant, obviously drunk, begins directing abusive, insulting, and obscene language towards you.

EXERCISE 2

The following statements describe (in brief form) a given situation involving an incident and suspect. Place an "X" beside those situations where *reasonable belief* to make an apprehension exists. Your decision must only be based on *reasonable belief*. No more than one error is allowed.

_______1. Upon arriving to a robbery alarm at the Main BX, you observe two individuals that appear nervous in the immediate area.

_______2. You observe an individual that exactly matches the description given to you by the desk sergeant of a person wanted for assault, attempting to depart through your gate.

_______3. While on duty at the main gate, an individual unknown to you gives you the name of a person that he claims assaulted a friend of his.

_______4. You respond to the scene of a fight at the Airmen's Club. The Club custodian points out an A1C that assaulted another airman.

EXERCISE 3

The following statements describe (in brief form) a given situation involving an incident and suspect(s). Place an "X" beside those situations where the proper approach techniques to effect an apprehension were made. No more than one error is allowed.

_______1. While on routine patrol your desk sergeant tells you to respond to an incident in front of the Base Commanders quarters. Upon arrival you notice approximately 25 militants gathering in protest. You exit your vehicle and apprehend the leader.

_______2. You approach the aftermath of a fight that involved several persons. You apprehend an individual who has severe cuts and abrasions on his arms and chest. He is handcuffed and transported to Security Police Headquarters.

_______3. While on routine patrol you observe a fire in dormitory 2842. An occupant informs you that the individual who set the fire is still inside. You notify the desk sergeant, secure the area and evacuate the building.

_______4. While checking a warehouse at night you notice a window open and hear noises inside. You tell your partner to radio for help while you go inside.

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EXERCISE 4

The following statements describe (in brief form) a given situation involving an incident and suspect. Place an "X" beside those situations that show an improper use of force, with no more than one error.

_______1. While on stake out duty inside the BX, you observe two individuals opening a window from the outside. Since there are two of them and you are alone, you decide to even the sides. As the first man crawls through the window, you hit him over the head with a hard object. As the second man comes through the window, you draw your weapon and order the individual to stop.

_______2. While attempting to break up a fight at the Airmen's Club, an individual pulls a knife and states, "Let them be unless you want to get hurt." You draw your weapon and order the man to stop and drop the knife. He stops his forward movement but refuses to drop the knife. You fire a round which lodges in his leg.

_______3. An individual you are questioning concerning a crime becomes nervous and uncooperative. In attempting to calm him, he strikes you in the chest with his fist. During the struggle that follows, you fracture his arm.

_______4. An Individual apprehended for rape has been placed in your custody. While removing the handcuffs he strikes you in the face. The cuffs penetrate your cheek and tear off 2 inches of flesh. You are bleeding severely. Your partner subdues your attacker. The suspect receives head lacerations, two broken ribs and five loose teeth after being subdued.

WORKBOOK

3ABR81132

Technical Training

Law Enforcement Specialist

SEARCH, SEIZURE, AND EVIDENCE

July 1976

3280 TECHNICAL TRAINING GROUP
(USAF Technical Training School)
Lackland Air Force Base, Texas

USAF Security Police Academy
Lackland AFB, Texas

WB 3ABR81132
July 1976

SEARCH, SEIZURE, AND EVIDENCE

OBJECTIVES

Given situations concerning the searching of persons and premises, select those situations in which an unreasonable search has been conducted with no more than three errors.

Given the legal authority to conduct searches of premises and vehicles, conduct two premises and one vehicle search. Mark, tag and record those items of evidence found on AF Form 52 with no more than five errors on each search.

INSTRUCTIONS

This workbook is designed for use by students in Course 3ABR81132 Law Enforcement Specialist, to support the study guide, Law Enforcement Procedures. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the USAF Security Police Academy. Knowledges acquired from using the study guide will help you perform the exercises, or answer the questions presented in this workbook. It was designed using Instructional Systems Development principles and concepts. Copies of this are issued by the Curricula Unit on request of the course.

Using the study guide provided, complete the exercises in this booklet. Each exercise must be evaluated by your instructor to insure achievement of the objectives.

This workbook is distributed on the basis of one for each instructor and student. It is *organizational* rather than *personal* property and is authorized to remain in the personal possession of the individual(s) to whom issued so long as it is required for instructional and training purposes in the classroom. Upon completion of this book by the student it is to be collected by the instructor and destroyed.

EQUIPMENT

Pencil.

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Exercise 1.

The following statements describe (in brief form) given situations involving searches of persons and premises. Place an "X" beside those situations where an *unreasonable* search has been conducted. Your decision must be based upon *authority to search* and *limits of a legal search*. No more than three errors are permitted.

______1. While on base patrol you receive notification by radio that a white male had been observed taking hubcaps from a 1971 Ford in the parking lot adjacent to McGuire Hall. The individual was seen driving away in a 1969 Chevrolet, blue with white top, Texas license MH1340. A few minutes later you observe the vehicle traveling toward the main gate. You pursue and stop the vehicle, search it (incidental to a lawful apprehension), and find the missing hubcaps on the front floor.

______2. You are investigating a theft of government property, a Royal typewriter, SN 000045, which was stolen from building 5291. A reliable witness has identified Sgt. James Williams as having the typewriter in his room in the barracks. You proceed to his room. He refuses to acknowledge that he has the stolen item, so you conduct a search and find the typewriter in his wall locker.

______3. You stop an individual for speeding. After you issue the citation, you ask the driver for his keys. He gives them to you, and upon opening the trunk you find several items reported stolen from dormitory 1281.

______4. You have probable cause that Airman Jones has a stolen toolbox in his locker in Room 27, Barracks 3281. You present your probable cause to the installation commander and he gives you the authority to search. You present the authority to search and seize to Airman Jones. Upon searching you do not find the toolbox; however, you *do* find marijuana in a shoe polish can. You seize the marijuana to be used as evidence.

______5. You are investigating the theft of an airman's wallet. A witness, whom you have interviewed, stated that SSgt. Joseph Gruff was seen leaving the victim's room with something in his hand prior to the theft being discovered. You contact Gruff in his room and ask his permission to conduct a search. He consents, and the missing wallet is found in his desk drawer.

______6. You are searching on the authority of an AF Form 1176 issued by the base commander. The "search warrant" specifies that you will search for and seize a 21-inch Panasonic color television set, SN A3201B8. You find the television in a corner of the room. Behind the set is a bag of marijuana. You seize the marijuana, and use that as evidence too.

______7. During a search for hidden drugs, a patrol dog alerts on an envelope in the base Post Office. You confiscate the envelope, open it, and discover 3 ounces of heroin in it.

______8. SSgt. John Dunit is suspected of stealing government materials from base supply. You present probable cause to the base commander and he issues you the authority to search and seize. You proceed off-base to Dunit's house at 1602 High Street. You present the warrant, conduct a legal search, and find the government items.

Instructor's Initials________________

Exercise 2.

The statements describe (in brief form) a given situation involving searching of premises and vehicles. Place the appropriate letter of each search technique to each situation. More than one technique may be used for each situation, and each technique may be used more than once.

SITUATION

______1. A large two-story warehouse which has several portioned units separating the floor space.

______2. A three-story barracks containing 75 individual rooms.

______3. A small open field.

______4. A large open area.

______5. A large field containing thick underbrush and trees.

______6. A seven-room house.

______7. A private vehicle.

______8. A motor pool yard containing 100 assorted vehicles.

SEARCH TECHNIQUES

a. Clock Method

b. Section/Clock

c. Grid

Instructor's Initials ____________________

Exercise 3.

The statements describe (in brief form) a given situation involving types of evidence. In some situations more than one type of evidence applies. Place the appropriate letter of each type of evidence next to the situations.

SITUATIONS

______1. Sgt. Gomez made a statement that he saw Sgt. Belcher take a parka from a maintenance vehicle on the flightline. When the driver of the vehicle caught him in the act, Sgt. Belcher ran, shouting "I need this thing too much to give it back!"

______2. Airman Jones was scheduled for Post 3 on the Duty Roster. Sgt. Willis conducted roll call at guard mount and it was discovered that Airman Jones had not reported for duty.

______3. Airman Sayers' radio was taken from his locked room. During an inspection of the barracks, the 1st Sergeant found the radio in Sgt. Wilson's wall locker.

______4. Sgt. Garnsey testified that he saw the airman take the classified document from the safe and make notes in his notebook. He notified OSI who apprehended the airman in the process of selling classified information. A copy of the notes had to be introduced as evidence at the trial as the original notebook was destroyed in an accident.

______5. Investigating an alarm at the Base Exchange, Security Policemen found that an attempt had been made to pry open a side window of the building. During the trial of Airman Young, Airman Smith testified that he had seen Airman Young run from the side of the BX as the alarm went off, and that Airman Young had a crowbar in his hand at the time.

TYPE OF EVIDENCE

a. Direct

b. Circumstantial

c. Real

d. Documentary

e. Testimonial

Instructor's Initials______________

Exercise 4.

The following statement describes (in brief form) a given situation concerning the recording of evidence on AF Form 52. Read the situation carefully and then complete AF Form 52, beginning on the next page.

Your commander has ordered you to search the room of A1C John E. Doe, Room 22, Barracks 7475, 3799th Student Squadron, Lackland AFB, Texas. The purpose of the search is to seize a stolen Seiko watch, silver in color, serial number 9683750. You found the evidence at 1415 hours, 23 December 1975.

OTHER RELEVANT INFORMATION

You are assigned to the 3700th Security Police Squadron, Lackland AFB, Texas.

You make your transfer of custody to SSgt. John Crump, 3700th Security Police Squadron, for storage on 23 December 1975 at 1530 hours.

Instructor's Initials________________

EVIDENTIAL OR ACQUIRED PROPERTY RECORD	COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model, serial number, marks or initials, identifying characteristics, condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on __________________ 19 _____ from ____
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO (Include Postal Registry Nr. Voucher Nr. etc)	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE : [illegible]

WB 3ABR81132

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Exercise 1A (Room Search)

AUTHORITY TO SEARCH AND SEIZE

has informed me that he is investigating the offense of Assault, and has requested that I authorize a search of the (person of Airman William B. Robertson, FR212-33-6212)

(premises known as Building 10234, Lackland Air Force Base, Texas)

and the seizure of the following specified property: One Knife, black in color, approximately 8 inches in length

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☒ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.

(2) ☐ Was illegally obtained as the results of the commission of the offense being investigated.

(3) ☐ Is contraband possessed or controlled in violation of

(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, ______, with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of.

☒ My position as commander having jurisdiction over the (person) (premises) herein described.

☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this ______ day of ______, 19___, at Lackland Air Force Base, Texas

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL	SIGNATURE
JAMES J. ZUKOWSKI, Colonel, USAF COMMANDER 3700 Air Base Group	James J. Zukowski

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED. GPO 919-257

Exercise 5.

The following situations represent your legal authority to conduct a search of a premises and vehicle. There are eight situations in all. Four for premises and four for vehicles. You will be required to conduct three searches—two premises searches and one vehicle search.

Your instructor will assign the exercises you will perform. Complete one exercise at a time.

Conduct the search for those items listed in the Search Warrant (AF Form 1176) using the techniques for searching previously discussed. Do not touch or remove any other evidence and/or contraband that you may find.

Your search of premises is limited to designated rooms in the building.

The vehicle search is limited to a "simple search."

When you have found all items listed in the search warrant, mark and tag the evidence, and prepare AF Form 52 accompanying each exercise.

NOTE

For the purposes of this exercise DO NOT MARK the actual evidence found as it must be used by other students. Place your marking (along with the other appropriate information) on the tag.

Enter your name on the search warrant as the investigating security policeman.

Enter the date you actually conduct the search.

There are two AF Form 52s for each exercise. Use the first one as your work copy while conducting the search. This copy should be made in pencil to facilitate any corrections you might want to make. When you have finalized all your information PRINT the second copy (ERROR FREE), and show this copy to your instructor for evaluation.

After all actions have been completed, return the evidence and your text to the instructor. Have your text opened to the appropriate exercises as the search warrant and AF Form 52 must be used to complete your evaluation.

After your first evaluation, complete the second exercise. Have your instructor evaluate your progress again, and then complete the last exercise.

EVIDENTIAL OR ACQUIRED PROPERTY RECORD	COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on __________________ 19 ____ from ____
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO (Include Postal Registry Nr., Voucher Nr., etc)	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE 1968 O—295-734

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EXERCISE 1A (ROOM SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY

BY WHOM RECEIVED

BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED

PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on __________________ 19 ____ from ____
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr.. Voucher Nr.. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

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PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

* U.S. GOVERNMENT PRINTING OFFICE 1968 O - 299-786

WB 3ABR81132

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WB 3ABR81132

Exercise 2A (Room Search) AUTHORITY TO SEARCH AND SEIZE

has informed me that he is investigating the offense of Misuse of drugs (Marijuana),

and has requested that

I authorize a search of the (person of Airman Joseph J. Szeliga, FR345-56-6543)

(premises known as Building 10234, Lackland Air Force Base, Texas)

and the seizure of the following specified property: Marijuana and other paraphernalia associated with its use.

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☐ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.

(2) ☐ Was illegally obtained as the results of the commission of the offense being investigated.

(3) ☒ Is contraband possessed or controlled in violation of ART 134, UCMJ

(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, __________, with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of:

☒ My position as commander having jurisdiction over the (person) (premises) herein described.

☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this ____ day of ________, 19__, at Lackland Air Force Base, Texas

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL

JAMES J. ZUKOWSKI, Colonel, USAF
Commander
3700 Air Base Group

SIGNATURE

James J Zukowski

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED. GPO 919-287

EXERCISE 2A (ROOM SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY		BY WHOM RECEIVED	BIN NR.
NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED		PURPOSE OF ACQUISITION	

COMPLAINT OR CASE NR.

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model, serial number, marks or initials, identifying characteristics, condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air

Force at ______________ hours on __________________ 19 ____ from ____
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr. Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

* U.S. GOVERNMENT PRINTING OFFICE 1968 O—295-724

EXERCISE 2A (ROOM SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY

BY WHOM RECEIVED

BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED

PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model, serial number, marks or initials, identifying characteristics, condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on __________________ 19 ____ from ____

(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE

WB 3ABR81132

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CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO (Include Postal Registry Nr. Voucher Nr. etc)	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

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PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

U.S. GOVERNMENT PRINTING OFFICE 1980 O—295-724

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WB 3ABR81132

Exercise 3A (Room Search)

AUTHORITY TO SEARCH AND SEIZE

has informed me that he is investigating the offense of Theft .

and has requested that

I authorize a search of the (person of A1C Richard Garnsey, FR62-45-6789)

(premises known as Building 10234, Lackland Air Force Base, Texas)

and the seizure of the following specified property: One twenty dollar bill SN

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☐ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.

(2) ☐ Was illegally obtained as the results of the commission of the offense being investigated.

(3) ☒ Is contraband possessed or controlled in violation of

(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, ____________, with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of:

☒ My position as commander having jurisdiction over the (person) (premises) herein described.

☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this ______ day of ______________, 19____, at Lackland Air Force Base, Texas

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL	SIGNATURE
JAMES J. ZUKOWSKI, Colonel, USAF Commander 3700 Air Base Group	James J. Zukowski

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED. GPO 919-257

EVIDENTIAL OR ACQUIRED PROPERTY RECORD	COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)*

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CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______ hours on ______ 19 ____ from ______
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

ITEM NR.	QUANTITY	DATE	*(Include typed or printed name and organization, or address of the transferor and transferee and their signature)* FROM	TO *(Include Postal Registry Nr., Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

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WB 3ABR81132

EXERCISE 3A (ROOM SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.
NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION	

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model, serial number, marks or initials, identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ____________ hours on ________________ 19 ____ from ____

(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

WB 3ABR81132

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO (Include Postal Registry Nr., Voucher Nr. etc)	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

U S GOVERNMENT PRINTING OFFICE 1968 O—295-784

WB 3ABR81132

Exercise 4A (Room Search)

AUTHORITY TO SEARCH AND SEIZE

has informed me that he is investigating the offense of Voyeurism ,

and has requested that

I authorize a search of the (person of A1C Terry K. Bootle, FR789-56-4583)

(premises known as Building 10234 Lackland Air Force Base, Texas)

and the seizure of the following specified property:

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☒ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.

(2) ☐ Was illegally obtained as the results of the commission of the offense being investigated.

(3) ☐ Is contraband possessed or controlled in violation of

(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, , with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of:

☒ My position as commander having jurisdiction over the (person) (premises) herein described.

☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this _____ day of __________, 19__, at Lackland Air Force Base, Texas

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL JAMES J. ZUKOWSKI, Colonel, USAF Commander 3700 Air Base Group	SIGNATURE

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED. GPO 919-257

EXERCISE 4A (ROOM SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

EXERCISE 4A (ROOM SEARCH) EVIDENTIAL OR ACQUIRED PROPERTY RECORD		COMPLAINT OR CASE NR.
NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.
NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION	
LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*		

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model, serial number, marks or initials, identifying characteristics, condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on ________________ 19 ____ from ________________________________
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr. Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

ERSON MAKING FINAL ISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
ERSON TO WHOM FINAL ISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
ERSON WITNESSING INAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE 1966 O—293-724

WB 3ABR81132

503

EXERCISE 4A (ROOM SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

		COMPLAINT OR CASE NR.
NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.
NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED		PURPOSE OF ACQUISITION
LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*		

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on ________________ 19 ____ from ____
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

WB 3ABR81132

504

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr. Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE 1966 O—293-724

WB 3ABR81132

505

WB 3ABR81132

Exercise 1B (Vehicle Search)

AUTHORITY TO SEARCH AND SEIZE

has informed me that he is investigating the offense of Burglary,

and has requested that

I authorize a search of the (person of Sgt. James Rainwater, FR379-58-9382)

(premises known as)

and the seizure of the following specified property:

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☐ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.

(2) ☐ Was illegally obtained as the results of the commission of the offense being investigated.

(3) ☐ Is contraband possessed or controlled in violation of

(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, , with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of:

☒ My position as commander having jurisdiction over the (person) (premises) herein described.

☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this ______ day of ______________, 19____, at Lackland Air Force Base, Texas

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL JAMES J. ZUKOWSKI, Colonel, USAF Commander 3700 Air Base Group	SIGNATURE James J Zukowski

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED. GPO 914-757

EXERCISE 1B (VEHICLE SEARCH) **EVIDENTIAL OR ACQUIRED PROPERTY RECORD**	COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ____________ hours on ______________ 19 ____ from ____

(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr., Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

* U.S. GOVERNMENT PRINTING OFFICE 1968 O—299-730

WB 3ABR81132

EXERCISE 1B (VEHICLE SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY

BY WHOM RECEIVED

BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED

PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at __________ hours on ____________ 19____ from ____________________________
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO (Include Postal Registry Nr., Voucher Nr. etc)	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE 1968 O—295-724

WB 3ABR81132

511

Exercise 2B (Vehicle Search)

AUTHORITY TO SEARCH AND SEIZE

has informed me that he is investigating the offense of **Illegal possession of dangerous drugs** ______, ______ and has requested that

I authorize a search of the (person of **SSgt. James P. Gomez, FR234-45-5678**)

(premises known as ______)

and the seizure of the following specified property: **Heroin and other paraphernalia associated with its use.**

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☐ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.

(2) ☐ Was illegally obtained as the results of the commission of the offense being investigated.

(3) ☒ Is contraband possessed or controlled in violation of ______

(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, ______, with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of:

☒ My position as commander having jurisdiction over the (person) (premises) herein described.

☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this ______ day of ______, 19 ___, at **Lackland Air Force Base, Texas**

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL
JAMES J. ZUKOWSKI, Colonel, USAF
Commander
3700 Air Base Group

SIGNATURE
James J. Zukowski

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED. GPO 919-257

521

EVIDENTIAL OR ACQUIRED PROPERTY RECORD	COMPLAINT OR CASE NR.

AME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.

AME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION

OCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on __________________ 19 ____ from ____
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

F FORM SEP 80 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO (Include Postal Registry Nr. Voucher Nr. etc)	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE : [illegible]

EXERCISE 2B (VEHICLE SEARCH) **EVIDENTIAL OR ACQUIRED PROPERTY RECORD**	COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on __________________ 19____ from ____

(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

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WB 3ABR81132

WH 3AHH81132

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr. Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE 1960 O—355-724

5/5

528

516

WB 3ABR81132

Exercise 3B (Vehicle Search)

AUTHORITY TO SEARCH AND SEIZE

has informed me that he is investigating the offense of Theft,

and has requested that

I authorize a search of the (person of Sgt. Herman J. Trojanowski, FR889-45-2356)

(premises known as)

and the seizure of the following specified property: One $50.00 bill SN 73605128, one $20.00 bill, SN 6233921, one $20.00 bill, SN 6744491, and one $10.00 bill, SN 21914561.

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☐ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.

(2) ☒ Was illegally obtained as the results of the commission of the offense being investigated.

(3) ☐ Is contraband possessed or controlled in violation of

(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, ____________, with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of:

☒ My position as commander having jurisdiction over the (person) (premises) herein described.

☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this ____ day of ____________, 19___, at Lackland Air Force Base, Texas

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL	SIGNATURE
JAMES J. ZUKOWSKI, Colonel, USAF Commander 3700 Air Base Group	James J Zukowski

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED. GPO 913-257

EXERCISE 3B (VEHICLE SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY

BY WHOM RECEIVED

DIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED

PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on ____________________ 19 ____ from ____
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr. Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY
			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

* U.S. GOVERNMENT PRINTING OFFICE [illegible]

WB 3ABR81132

EXERCISE 3B (VEHICLE SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

COMPLAINT OR CASE NR.

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY

BY WHOM RECEIVED

BIN NR.

NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED

PURPOSE OF ACQUISITION

LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials, identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on ____________________ 19 _____ from ____

(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr. Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE 1968 O—295-736

WB 3ABR81132

521

Exercise 4B (Vehicle Search)

AUTHORITY TO SEARCH AND SEIZE

has informed me that he is investigating the offense of Assault ,

and has requested that

I authorize a search of the (person of Airman Wayne M. Bolak, FR456-34-4567)

(premises known as)

and the seizure of the following specified property: One knife, black in color, approximate 8 inches in length.

Having carefully considered the matters presented to me in support of that request, I am satisfied that there is probable cause to believe that the property specified above is being concealed on the (person) (premises) described. I am further satisfied from the matters presented that the said property:

(1) ☒ Is or has been used, designed, or intended for use, as the means of committing the criminal offense being investigated.

(2) ☐ Was illegally obtained as the results of the commission of the offense being investigated.

(3) ☐ Is contraband possessed or controlled in violation of

(4) ☒ Is evidence which will otherwise aid in the apprehension or conviction of the person(s) who committed the offense being investigated.

Accordingly, , with the assistance of such person or persons as may be necessary, is directed to search forthwith the (person) (premises) described for the property specified, and if such property be found to seize and secure the same for use as evidence in any criminal prosecution hereafter initiated. This authority to search and seize is issued by virtue of:

☒ My position as commander having jurisdiction over the (person) (premises) herein described.

☐ The delegation to me of the authority to authorize searches and seizures by the commander having jurisdiction over the (person) (premises) herein described.

No search conducted pursuant to the authority herein granted shall be initiated later than three days from the date hereof.

Dated this ______ day of ______________, 19____, at Lackland Air Force Base, Texas

TYPED NAME, GRADE, AND ORGANIZATION OF AUTHORIZING OFFICIAL	SIGNATURE
JAMES J. ZUKOWSKI, Colonel, USAF Commander Air Base Group	

AF FORM APR 69 1176 PREVIOUS EDITION OF THIS FORM WILL BE USED UNTIL STOCK IS EXHAUSTED. GPO 919-287

EXERCISE 4B (VEHICLE SEARCH) **EVIDENTIAL OR ACQUIRED PROPERTY RECORD**	COMPLAINT OR CASE NR.

AME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.

AME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION

OCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model serial number, marks or initials identifying characteristics condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ______________ hours on __________________ 19 ____ from ____
(Typed or printed name)

ERSON RELINQUISHING ROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
ERSON RECEIVING ROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
ITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

FORM SEP 60 **52** PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr. Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

* U.S. GOVERNMENT PRINTING OFFICE 1966 O—295-734

EXERCISE 4B (VEHICLE SEARCH)

EVIDENTIAL OR ACQUIRED PROPERTY RECORD

NAME AND ADDRESS OF AIR FORCE ACTIVITY RECEIVING PROPERTY	BY WHOM RECEIVED	BIN NR.
NAME AND ADDRESS OF PERSON FROM WHOM PROPERTY WAS RECEIVED	PURPOSE OF ACQUISITION	
LOCATION OF PROPERTY *(Specific data required when lost or abandoned property is found or recovered)*		

COMPLAINT OR CASE NR.

ITEM NR.	QUANTITY	DESCRIPTION OF ITEMS *(Include model, serial number, marks or initials, identifying characteristics, condition and value, as appropriate)*

CERTIFICATE

The undersigned certify that the items listed above constitute a true and complete list of all property(ies) acquired by the Air Force at ____________ hours on ________________ 19 ____ from ____
(Typed or printed name)

PERSON RELINQUISHING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON RECEIVING PROPERTY	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
WITNESS	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

AF FORM SEP 60 52 PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

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CHAIN OF CUSTODY

			(Include typed or printed name and organization, or address of the transferor and transferee and their signature)		
ITEM NR.	QUANTITY	DATE	FROM	TO *(Include Postal Registry Nr. Voucher Nr. etc)*	PURPOSE OF CHANGE OF CUSTODY

CERTIFICATE OF FINAL DISPOSITION

The undersigned certify that the final disposition of the property listed on the face of this Property Record was as follows:

PERSON MAKING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON TO WHOM FINAL DISPOSITION WAS MADE	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE
PERSON WITNESSING FINAL DISPOSITION	TYPED OR PRINTED NAME	ORGANIZATION OR ADDRESS	SIGNATURE

☆ U.S. GOVERNMENT PRINTING OFFICE 1968 O—295-724

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE
	Law Enforcement Specialist

BLOCK NUMBER	BLOCK TITLE
IV	Law Enforcement Operations, Communications and Police Investigations

1 COURSE CONTENT	2 TIME

1. Communications

a. Given situations concerning COMSEC, (Voice Communications) select the correct response to each.

b. Given five simulated situations, identify the situations which are classified, unclassified, or of possible intelligence value (OPSEC).

c. Provided communications equipment, establish, communications with another unit, with assistance.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
L3ABR81132	4 August 1977	21

PLAN OF INSTRUCTION/LESSON PLAN PART I (Continuation Sheet)

COURSE CONTENT

SUPPORT MATERIALS AND GUIDANCE

Student Instructional Material
PT, Communications
SH, Communications Codes
SH, OPSEC
ATC SG E3ABR/OBR00001, COMSEC
ATC SG E3ABR/OBR00002, COMSEC

Audio Visual Aids
Transparencies, Communications

Training Equipment
Portable Radio (8)
Comm Lab (12)

Training Methods
Lecture/Discussion
Performance

Instructional Guidance
Introduce the portable radio and discuss the proper operating procedures. Evaluate student performance on situations utilizing communications equipment. Issue ATC SG E3ABR/OBRQ0001 and E3ABR/OBR00002, COMSEC.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE
	Law Enforcement Specialist 528

BLOCK NUMBER	BLOCK TITLE
IV	Law Enforcement Operations, Communications and Police

1 COURSE CONTENT Investigations	2 TIME

2. Investigations

a. Given situations concerning investigative procedures, determine those which reflect correct investigative techniques.

b. Presented with an instructor/student suspect, advise that suspect of his rights against self-incrimination, without error.

c. Presented with a student/witness, interview the witness and obtain a written statement with no more than three errors.

d. Given data concerning an incident, prepare a DD Form 1569, Incident/Complaint Report, with no more than ten errors.

e. Given statements concerning testifying in court, select those which reflect proper procedures.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER	DATE	PAGE NO.
L3ABR81132	4 August 1977	23

PLAN OF INSTRUCTION/LESSON PLAN PART I (Continuation Sheet)

COURSE CONTENT

SUPPORT MATERIALS AND GUIDANCE

Student Instructional Material
[illegible] Police Investigations
DD Form 1569, Incident/Complaint Reports
AF Form 1168, 1169, 1170, Statement Forms

Training Methods
Lecture/Discussion
Performance
CTT Assignments

Audio Visual Aids
Transparencies, Police Investigations
Film: FLC 16-0204, Patrol Procedures I (Violent Crimes)
FLC 3-0238, Confessions, When, Where and How
Flipchart: Police Investigations

Instructional Guidance
Issue and introduce Programmed Text, Police Investigations. Instruct students to complete that portion of the text dealing with police investigations and to follow all instructions. Provide assistance as needed. Show and critique Film, Violent Crimes prior to the first hour of discussion of offenses/incidents.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE Law Enforcement Specialist 530

BLOCK NUMBER IV	BLOCK TITLE Law Enforcement Operations, Communications and Police Investigations

1 COURSE CONTENT | 2 TIME

3. Law Enforcement Operations

a. Given situations depicting resources (escorts, weapons storage, funds storage, and classified material) determine those methods which best protect the resources, with no more than three errors.

b. Shown credentials for entry into a controlled area, determine those which would allow entry. Without error.

c. Given statements, determine those which reflect the correct information concerning responding to disasters.

d. Given a grid map and a broken arrow situation, position the location of the entry control point and perimeter guards, with assistance.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

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SUPPORT MATERIALS AND GUIDANCE

Student Instructional Materials
PT, Law Enforcement Operations
SH, Police Operations During Nuclear, Biological or Chemical Attacks

Audio Visual Aids
Film: FLC 15-0087, Officer Down, Code 3
FLC 0697, Crimes in Progress
TS 0695, Routine Patrol
Transparencies: Law Enforcement Operations
Flipchart: Law Enforcement Operations

Training Equipment
Mock Authorization Lists
Mock ID Cards
Mock Controlled Area Badges
Pictures/Sketches of Weapons, Funds, Classified Material Respositories
Grid Maps w/disks

Training Methods
Lecture/Discussion
Performance
CTT Assignments

Instructional Guidance
Issue and introduce Programmed Text, Law Enforcement Operations. Instruct students to complete that portion of the student text dealing with law enforcement operations. Insure each student completes the criterion exercises and evaluate student progress. Provide assistance as needed. Show and critique films, Officer Down, Code 3, Crime in Progress, and Routine Patrol.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE Law Enforcement Specialist 532

BLOCK NUMBER IV	BLOCK TITLE Law Enforcement Operations, Communications and Police Investigations

1 COURSE CONTENT	2 TIME
4. Traffic Enforcement and Direction. a. Provided with a simulated traffic violation, issue a violator (instructor) a DD Form 1408, Armed Forces Traffic Ticket, with no more than four errors. b. Provided with a SPEEDGUN, perform a functional check, calibrate the speedgun and clock two target vehicles, with assistance. c. Placed in an intersection with vehicular and pedestrian traffic, direct vehicle and pedestrian traffic with assistance.	

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

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L3ABR81132	4 August 1977	27

SUPPORT MATERIALS AND GUIDANCE

Student Instructional Materials
SG, Traffic Management and Accident Investigation
DD Form 1408, Armed Forces Traffic Ticket
WB, Traffic Management and Accident Investigation

Audio Visual Aids
Film: TF 1948-1, Traffic Patrols
FLC 2-0166, Traffic Stop I
FLC 2-0167, Traffic Stop II
Transparencies: Traffic Enforcement
Flipchart: DD Form 1408

Training Methods
Lecture/Discussion
Performance
CTT Assignment

Multiple Instructor Requirements
Supervision (1.5)
Safety (1.5)

Instructional Guidance
Introduce the Study Guide on Traffic Enforcement. Have students read that portion of the text dealing with types of violations. Show and critique film, Traffic Patrols. Assign students a two hour outside reading assignment to complete the Study Guide. Demonstrate and have students perform the issuance of DD Form 1408. Demonstrate and have students perform clocking operations with the SPEEDGUN. Demonstrate and have students perform traffic control duties in intersection traffic control.

Mir: Traffic direction requires two instructors. One instructor in the intersection with the student and one evaluating, maintaining control, and explaining procedures to the students observing.

Three instructors are required to supervise Traffic Citations. Two instructors will be acting as violators and one will evaluate the student. Each of these activities are occurring simultaneously by individual Sub-Groups.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE
	Law Enforcement Specialist 534

BLOCK NUMBER	BLOCK TITLE
IV	Law Enforcement Operations, Communications and Police Investigations

1 COURSE CONTENT	2 TIME

5. Traffic Accident Investigation

a. Given situations concerning accident investigation procedures, identify those which reflect proper investigative techniques.

b. Given a traffic accident situation, record all facts required on AF Form 1315, Uniform Police Traffic Collison Report, and attachments, with no more than 20 errors.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

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COURSE CONTENT

SUPPORT MATERIALS AND GUIDANCE

Student Instructional Materials
SG, Traffic Management and Accident Investigations
AF Form 1315, Uniform Police Traffic Collision Report
WB, Traffic Management and Accident Investigation

Audio Visual Aids
Film: TS0692AA, Traffic Accident Investigation III
Transparencies: Accident Investigations
Flipchart, AF Fm 1315

Training Equipment
Traffic Template (1)

Training Methods
Lecture/Discussion
Performance
CTT Assignments

Instructional Guidance
Introduce and issue SG, Traffic Management and Accident Investigation. Instruct students to complete text on accident investigations. Insure that each student completes the SG and W13 exercises and evaluate student progress. Provide assistance as necessary.

COURSE CONTENT

SUPPORT MATERIAL AND GUIDANCE

Student Instructional Materials
SH, Human Behavior for the Policeman

Audio Visual Aids
Film: TLC 13-024, Management of Conflict

Training Methods
Lecture/Discussion

Instructional Guidance
Issue and introduce Human Behavior Text. Discuss the characteristic of human behavior and how it will effect them in their daily performance. Show and critique film TLC 13-024, Management of Conflict.

PLAN OF INSTRUCTION/LESSON PLAN PART I

NAME OF INSTRUCTOR	COURSE TITLE Law Enforcement Specialist
BLOCK NUMBER IV	BLOCK TITLE Law Enforcement Operations, Communications and Police Investigations

1 COURSE CONTENT	2 TIME

6. Human Behavior

a. Given a list of statements, select those that characterize an understanding of Police Human Behavior in accordance with AFRs 125-3 and 30-2.

SUPERVISOR APPROVAL OF LESSON PLAN (PART II)

SIGNATURE AND DATE	SIGNATURE AND DATE

PLAN OF INSTRUCTION NUMBER

PREPARE THE MAN

PROGRAMMED TEXT
3ABR81130-1/3ABR81230

Technical Training

Security Specialist

and

Law Enforcement Specialist

COMMUNICATIONS

May 1974

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
Department of Security Police Training
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

FOREWORD

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This text is designed to support course 3ABR81130-1, *Security Specialist* and 3ABR81230, *Law Enforcement Specialist*. It contains necessary information in order to achieve stated objectives. It is used for directed work assignments during attendance in formal ATC courses conducted within the Department of Security Police Training. Knowledges acquired from this text will help you perform the exercises and answer the questions presented in the Criterion Exercise Booklet. This text was designed using Instructional System Development principles and concepts.

This text is distributed on the basis of one for each instructor and student.

CONTENTS

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Ten-Series Codes	9
SECTION 1	11
SECTION 2	45

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Department of Security Police Training
Lackland AFB, Texas 78236

PT 3ABR81130-1/3ABR81230
May 1974

COMMUNICATION

INTRODUCTION

This programmed text is designed for use by students in course 3ABR81130-1 and 3ABR81230 to supplement the audio/visual presentation on Communications. It may be used in other courses in whole or in part to satisfy course objectives. You must complete this text prior to the audio/visual presentation.

OBJECTIVES

After completion of this text and the audio/visual presentation, you will have accomplished the following objectives:

1. With no more than one error match the six statements describing security police radio equipment operator precautions, adjustments, and maintenance with eight situations describing their application.

2. From a list of radio transmissions select those containing deviations from standard use of call signs making no more than one selection in five incorrectly.

3. Match each of 20 prowords with its official explanation making no more than four incorrect matches.

4. From memory use the standard radio phonetic alphabet and spell aloud an instructor-presented word making no more than one error.

5. From memory write the 10-series code(s) that would be appropriate as a response to eight situations/transmissions making no more than three errors.

6. Without error, match the correct method of approaching the scene in a vehicle with its corresponding priority code.

7. Without error, during a simulated telephone conversation, use a given duress code to inform your instructor that you are under duress.

Supersedes SW 50-7, 3ABR81130-1/3ABR81230, July 1973.

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8. Determine the prescribed practices and prohibited transmissions involved in radio transmissions.

9. Given five simulated documents identify the documents which are classified or of possible intelligence value. No more than two errors are permitted.

10. From given situations, use simulated radio communication equipment and inform the appropriate station of the situation, making no more than three errors per situation.

11. Presented with information for radio transmission, observe security precautions involved in voice communications. No more than three incorrect responses are permitted.

12. Assigned communication equipment establish, without error, communication with another unit.

PHONETIC ALPHABET

In this part you will learn the words which are used instead of letters when spelling during radio transmissions. These words are standard throughout the Air Force and are used at each base to spell words which are hard to pronounce or when exact spelling must be presented.

These words will be presented in alphabetical order in numbered items called frames. The frames will have a missing letter or letters which you will have to supply by writing it/them in at the appropriate blank space(s) or they may require you to write out words phonetically. You will find the correct answer in the column on the right of the page and one frame down. See example.

1. _____lpha	See answer below
2. _____lph_____	A__________
3. Write the word CAB phonetically	A__________a
4. ________________________	Charlie Alpha Bravo

After writing in the missing letter(s) or words, look at the correct answer. Do not go to the next item until you can agree with the correct answer. NOW GO TO THE NEXT PAGE AND START.

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1. _____lpha	- - - - - - - - - - - - - -
2. _____ravo	A
3. _____harlie	B
4. _____elta	C
5. _____lph_____	D
6. _____rav_____	A_____a
7. _____har_____	B_____o
8. _____el_____	C_____lie
9. Write CAB phonetically	D_____ta
10. Write BAD phonetically	Charlie Alpha Bravo
11. _____cho	Bravo Alpha Delta
12. _____oxtrot	E

13. _____olf	F
14. _____otel	G
15. _____ch_____	H
16. _____xtr_____	E_____o
17. _____ol_____	Fo_____ot
18. _____ot_____	G_____f
19. Write HAG phonetically	H_____el
20. Write FEED phonetically	Hotel Alpha Golf
21. _____ndia	Foxtrot Echo Echo Delta
22. _____uliet	I
23. _____ilo	J
24. _____ima	K

25. _____nd_____	L
26. _____uli_____	I_____ia
27. _____il_____	J_____et
28. _____im_____	K_____o
29. Write KILLED phonetically	L_____a
30. Write JAILED phonetically	Kilo India Lima Lima Echo Delta
31. Write FAKED phonetically	Juliet Alpha India Lima Echo Delta
32. _____ike	Foxtrot Alpha Kilo Echo Delta
33. _____ovember	M
34. _____scar	N
35. _____apa	O
36. _____i_____	P

37. _____ve_____	M_____ke
38. _____sc_____	No_____mber
39. _____p_____	O_____ar
40. Write LEMON phonetically	Pa_____a
41. Write PHONE phonetically	Lima Echo Mike Oscar November
42. Write CLAMP phonetically	Papa Hotel Oscar November Echo
43. _____uebec	Charlie Lima Alpha Mike Papa
44. _____omeo	Q
45. _____ierra	R
46. _____ango	S
47. _____niform	T
48. _____eb_____	U

49. _____me_____	Qu_______ec
50. _____er_____	Ro_____o
51. _____ng_____	Si_____ra
52. _____ifo_____	Ta_____o
53. Write SQUIRT phonetically	Un_____rm
54. Write TORQUE phonetically	Sierra Quebec Uniform India Romeo Tango
55. Write JUNK PILE phonetically	Tango Oscar Romeo Quebec Uniform Echo
56. Write SILK FIBER phonetically	Juliet Uniform November Kilo — Papa India Lima Echo
57. _____ictor	Sierra India Lima Kilo — Foxtrot India Bravo Echo Romeo
58. _____hiskey	V
59. _____ray	W
60. _____ankee	X

61. _____ulu	Y
62. _____ct_____	Z
63. _____sk_____	Vi_____or
64. _____ra_____	Whi_____ey
65. _____nk_____	X_____y
66. _____ul_____	Ya_____ee
67. Write WHIZ phonetically	Z_____u
68. Write SEXY phonetically	Whiskey Hotel India Zulu
69. Write VIZIER phonetically	Sierra Echo Xray Yankee
70. Write XAVIER phonetically	Victor India Zulu India Echo Romeo
71. Write TRUMAN phonetically	Xray Alpha Victor India Echo Romeo
72. Write EISENHOWER phonetically	Tango Romeo Uniform Mike Alpha November

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73.	Echo India Sierra Echo November Hotel Oscar Whiskey Echo Romeo

TEN-SERIES CODES

The information on 10-series codes is presented in two sections. The first section consists of questions with the correct answers on the following page. You will use the Standard Radio Call Code (10-series), shown on the Department of Security Police Training Handout, for this part of your work assignment. Answer the questions on each page by circling your selection; then go to the next page and review your answers. The second section consists of a memory drill that will be completed without the use of the Handout. Be sure to follow the written directions that are included as part of your memory drill. Now go to the next page and complete your work procedures.

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Section 1

1. When "no" is meant, the prescribed transmission is

   a. 10-1.

   b. 10-19.

   c. 10-34.

   d. "no."

→

---

18. Lackland Police Six transmits a 10-28 followed by a 10-13. His transmission means that he

   a. needs help and is out of service.

   b. arrived at his destination and is now out of service.

   c. had trouble enroute and needs help to get to his destination.

   d. arrived at his destination and needs help to handle the situation there.

→

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1. When "no" is meant, the prescribed transmission is

   a. 10-1.

   b. 10-19.

   c. 10-34.

   d. "no."

10-34 is correct. 10-34 is the code for negative, no, permission denied, that is incorrect, and similar meanings.

→

---

18. Lackland Police Six transmits a 10-28 followed by a 10-13. His transmission means that he

    a. needs help and is out of service.

    b. arrived at his destination and is now out of service.

    c. had trouble enroute and needs help to get to his destination.

    d. arrived at his destination and needs help to handle the situation there.

Arrived and needs help is correct. A 10-28 is transmitted by one station to inform one or more other stations that he has arrived at some specified location. A 10-13 is transmitted to ask for help or to ask whether help is needed.

→

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2. Orders applicable to a security alert would be carried out when Net Control transmits a

   a. 10-16.

   b. 10-17.

   c. 10-30.

   d. 10-31.

→

---

19. If made by a patrol, the transmission "Area 6, 10-22" would mean that

   a. Area 6 is the scene of a crime.

   b. Area 6 is the scene of a nonhostile emergency.

   c. the patrol is proceeding with a security check of Area 6.

   d. the patrol is acknowledging instructions to perform a security check of Area 6.

→

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2. Orders applicable to a security alert would be carried out when Net Control transmits a

   a. 10-16.

   b. 10-17.

   c. 10-30.

   d. 10-31.

A 10-17 is transmitted when a USAF installation is placed on a security alert.

⟶

---

19. If made by a patrol, the transmission "Area 6, 10-22" would mean that

   a. Area 6 is the scene of a crime.

   b. Area 6 is the scene of a nonhostile emergency.

   c. the patrol is proceeding with a security check of Area 6.

   d. the patrol is acknowledging instructions to perform a security check of Area 6.

The patrol is proceeding with a security check is correct. If the patrol was stating merely that it was in Area 6, it would have transmitted "10-9, Area 6," meaning "My location is Area 6," or "10-18, Area 6," meaning "I have arrived at Area 6."

⟶

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3. Orders applicable during launching of missiles and aircraft would be carried out when Net Control transmits a

   a. 10-16.

   b. 10-17.

   c. 10-18.

   d. 10-31.

→

---

20. If made by Net Control, the transmission "Area 6, 10-22" would mean that

   a. Area 6 is secure and requires no security check.

   b. an intrusion detection device has been triggered.

   c. Net Control is directing a security check of Area 6.

   d. Net Control is in Area 6 conducting a security check.

→

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3. Orders applicable during launching of missiles and aircraft would be carried out when Net Control transmits a

   a. 10-16.

   b. 10-17.

   c. 10-18.

   d. 10-31.

10-18 is correct. When alert forces are about to be launched, a 10-18 is transmitted.

→

---

20. If made by Net Control, the transmission "Area 6, 10-22" would mean that

   a. Area 6 is secure and requires no security check.

   b. an intrusion detection device has been triggered.

   c. Net Control is directing a security check of Area 6.

   d. Net Control is in Area 6 conducting a security check.

Net Control directing a security check of Area 6 is correct. If Net Control were instructing a unit to omit the security check of Area 6, it would transmit "Disregard 10-22, Area 6." If an intrusion detection device in Area 6 had been triggered, the transmission from Net Control would have been "10-25 Area 6, 10-31," meaning "Proceed to Area 6. An alarm is sounding there."

→

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4. Which of the following is an example of the type of transmission which would be made in response to a 10-27?

   a. "Corner of Treumper and Bong."

   b. "1345 hours."

   c. "10-26."

   d. "10-34."

→

---

21. Lackland Police Six transmits a 10-8 informing Lackland Control that he is

   a. at the scene.

   b. taking a latrine break.

   c. ready to respond when called.

   d. enroute to his normal location.

→

4. Which of the following is an example of the type of transmission which would be made in response to a 10-27?

   a. "Corner of Treumper and Bong."

   b. "1345 hours."

   c. "10-26."

   d. "10-34."

1345 hours is correct. A 10-27 is transmitted to ask for an estimate of arrival time at a specified site.

→

---

21. Lackland Police Six transmits a 10-8 informing Lackland control that he is

   a. at the scene.

   b. taking a latrine break.

   c. ready to respond when called.

   d. enroute to his normal location.

Ready to respond when called is correct. A 10-8 is a notification that the transmitting station is in service. If the transmitting station is a mobile unit, 10-8 means that the Security Policeman is in his vehicle.

→

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5. Which of the following is an example of circumstances in which Security Eight would transmit a 10-16 to Security Control?

   a. He has spotted an enemy intruder infiltrating his post.

   b. A rabid dog, lost child, or drunk wanders onto his post.

   c. He is investigating a vehicle apparently abandoned on his post.

   d. He has discovered several juveniles looting a materiel storage site.

→

---

22. Lackland Control transmit a 10-9 to Lackland Police Six. Which of the following transmissions is an example of the type Lackland Police Six would make in reply?

   a. "10-2."

   b. "My ETA is 1925 hours."

   c. "Corner of Treumper and Bong."

   d. "Paved roadways iced over. Maximum speed 5 miles per hour."

→

5. Which of the following is an example of circumstances in which Security Eight would transmit a 10-16 to Security Control?

   a. He has spotted an enemy intruder infiltrating his post.

   b. A rabid dog, lost child, or drunk wanders onto his post.

   c. He is investigating a vehicle apparently abandoned on his post.

   d. He has discovered several juveniles looting a materiel storage site.

Spotting an enemy intruder is an example of a hostile emergency, the radio code for which is 10-16.

→

---

22. Lackland Control transmits a 10-9 to Lackland Police Six. Which of the following transmissions is an example of the type Lackland Police Six would make in reply?

   a. "10-2."

   b. "My ETA is 1925 hours."

   c. "Corner of Treumper and Bong."

   d. "Paved roadways iced over. Maximum speed 5 miles per hour."

A statement of its location is the correct response when a station receives a 10-9 from another station.

→

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6. Which of the following is an example of circumstances in which Security Eight would transmit a 10-15 to Security Control?

   a. He has spotted an enemy intruder infiltrating his post.

   b. A rabid dog, lost child, or drunk wanders onto his post.

   c. He is investigating a vehicle apparently abandoned on his post.

   d. He has discovered several juveniles looting a materiel storage site.

→

---

23. If you were to receive a 10-5, you would respond with a

    a. 10-14 and take a latrine break.

    b. 10-4 and await the next transmission.

    c. 10-20 and repeat your previous transmission.

    d. 10-19 and disregard the previous transmission.

→

6. Which of the following is an example of circumstances in which Security Eight would transmit a 10-15 to Security Control?

   a. He has spotted an enemy intruder infiltrating his post.

   b. A rabid dog, lost child, or drunk wanders onto his post.

   c. He is investigating a vehicle apparently abandoned on his post.

   d. He has discovered several juveniles looting a materiel storage site.

A rabid dog, lost child, or a drunk wandering onto a security post is an example of a nonhostile emergency, the radio code for which is 10-15.

⟶

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23. If you were to receive a 10-5, you would respond with a

   a. 10-14 and take a latrine break.

   b. 10-4 and await the next transmission.

   c. 10-20 and repeat your previous transmission.

   d. 10-19 and disregard the previous transmission.

Responding with a 10-4 and awaiting the next transmission is correct. A 10-5 is an instruction to defer further transmissions and await the next transmission from the station transmitting the 10-5. Your 10-4 means that you understood the instruction and will comply with it.

⟶

7. Which of the following is an example of circumstances in which Security Eight would transmit a 10-33 to Security Control?

   a. He has spotted an enemy intruder infiltrating his post.

   b. A rabid dog, lost child, or drunk wanders onto his post.

   c. He is investigating a vehicle apparently abandoned on his post.

   d. He has discovered several juveniles looting a materiel storage site.

→

---

24. If you heard Net Control transmit "All stations, 10-3. Out." You would

   a. transmit a 10-2.

   b. transmit a 10-4.

   c. transmit a 10-5.

   d. cease transmitting, maintaining radio silence until instructed otherwise.

→

7. Which of the following is an example of circumstances in which Security Eight would transmit a 10-33 to Security Control?

   a. He has spotted an enemy intruder infiltrating his post.

   b. A rabid dog, lost child, or drunk wanders onto his post.

   c. He is investigating a vehicle apparently abandoned on his post.

   d. He has discovered several juveniles looting a materiel storage site.

Discovering juveniles looting is an example of a circumstance in which a 10-33 would be transmittted to indicate that a crime is in progress.

→

---

24. If you heard Net Control transmit "All stations, 10-3. Out." You would

   a. transmit a 10-2.

   b. transmit a 10-4.

   c. transmit a 10-5.

   d. cease transmitting, maintaining radio silence until instructed otherwise.

Cease transmitting and maintaining radio silence is correct. A 10-3 is a statement by one station that it is not in a position to receive transmission from one or more other stations.

→

8. Which of the following is an example of a circumstance in which Security Eight would transmit a 10-32 to Security Control?

a. He has spotted an enemy intruder infiltrating his post.

b. A rabid dog, lost child, or drunk wanders onto his post.

c. He is investigating a vehicle apparently abandoned on his post.

d. He has discovered several juveniles looting a materiel storage site.

---

25. Lackland Police Six has stopped his vehicle outside Building 2510. Once inside, he is not going to be able to return to his vehicle without delay. Before going in, therefore, he would transmit

a. "10-22."

b. "10-26."

c. 10-28."

d. "10-7, Building 2510, Extension 2011."

564

8. Which of the following is an example of a circumstance in which Security Eight would transmit a 10-32 to Security Control?

   a. He has spotted an enemy intruder infiltrating his post.

   b. A rabid dog, lost child, or drunk wanders onto his post.

   c. He is investigating a vehicle apparently abandoned on his post.

   d. He has discovered several juveniles looting a materiel storage site.

Investigating a vehicle is an example of a situation requiring transmission of a 10-32.

→

---

25. Lackland Police Six has stopped his vehicle outside Building 2510. Once inside, he is not going to be able to return to his vehicle without delay. Before going in, therefore, he would transmit

   a. "10-22."

   b. "10-26."

   c. "10-28."

   d. "10-7, Building 2510, Extension 2011."

Transmitting a 10-7, location, and telephone number is correct. Whenever a security policeman is unable to respond instantly to calls from Net Control, he notifies Net Control that he is out of service.

→

565

9. Lackland Police Six received the transmission "10-30 front entrance to Base Cafeteria." Which of the following is an example of what he would expect to find at that location?

a. A felony or misdemeanor committed.

b. A burglar alarm that has been triggered.

c. A driverless vehicle in a no-parking zone.

d. A base exchange employee in need of an escort to take the day's receipts to the bank.

→

---

26. Net Control transmits a 10-1 to your station. You would

a. readjust the squelch control.

b. adjust the volume level on your radio.

c. take action to determine whether your radio is transmitting properly.

d. check to see if the frequency selector switch was in the prescribed position.

→

566

9. Lackland Police Six received the transmission "10-30 front entrance to Base Cafeteria." Which of the following is an example of what he would expect to find at that location?

   a. A felony or misdemeanor committed.

   b. A burglar alarm that has been triggered.

   c. A driverless vehicle in a no-parking zone.

   d. A base exchange employee in need of an escort to take the day's receipts to the bank.

Escorting transfers of money is an example of when a 10-30 would be transmitted.

⟶

---

26. Net Control transmits a 10-1 to your station. You would

   a. readjust the squelch control.

   b. adjust the volume level on your radio.

   c. take action to determine whether your radio is transmitting properly.

   d. check to see if the frequency selector switch was in the prescribed position.

Take action to determine whether your radio is transmitting properly is correct. A 10-1 is a report by one station that it is receiving another poorly. The squelch control is adjusted to improve reception by your radio and does not affect the quality of your transmissions. Neither does the volume control on your radio, which adjusts your listening level. If the frequency selector switch was in the wrong position, you could not have received the 10-1.

⟶

579

10. You receive a 10-21 from Net Control. There is no static or garble. You respond with a

    a. 10-1.

    b. 10-2.

    c. 10-20.

    d. 10-34.

→

---

27. In response to a 10-24, Net Control would transmit

    a. the hour and minute.

    b. permission for a latrine break.

    c. weather and road condition information.

    d. instructions to escort a money shipment.

→

568

10. You receive a 10-21 from Net Control. There is no static or garble. You respond with a

    a. 10-1.

    b. 10-2.

    c. 10-20.

    d. 10-34.

A 10-2 is transmitted to indicate that radio transmissions are being received satisfactorily.

→

---

27. In response to a 10-24, Net Control would transmit

    a. the hour and minute.

    b. permission for a latrine break.

    c. weather and road condition information.

    d. instructions to escort a money shipment.

Weather and road condition information is correct. A 10-24 is a request by one station for a report on weather and driving conditions, status of roads, and so on.

→

11. Lackland Police Six received the transmission "10-31 front entrance to the base cafeteria." Which of the following is an example of what he would expect to find at that location?

    a. A felony or misdemeanor committed.

    b. A burglar alarm that has been triggered.

    c. A driverless vehicle in a no-parking zone.

    d. A base exchange employee in need of an escort to take the day's receipts to the bank.

→

---

28. In response to a 10-21, Net Control would transmit

    a. the hour and minute.

    b. either a 10-1 or 10-2.

    c. the temperature, wind velocity, etc.

    d. information on driving conditions, roads that are closed, etc.

→

570

11. Lackland Police Six received the transmission "10-31 front entrance to the base cafeteria." Which of the following is an example of what he would expect to find at that location?

    a. A felony or misdemeanor committed.

    b. A burglar alarm that has been triggered.

    c. A driverless vehicle in a no-parking zone.

    d. A base exchange employee in need of an escort to take the day's receipts to the bank.

A triggered burglar alarm is an example of when a 10-31 would be transmitted.

→

---

28. In response to a 10-21, Net Control would transmit

    a. the hour and minute.

    b. either a 10-1 or 10-2.

    c. the temperature, wind velocity, etc.

    d. information on driving conditions, roads that are closed, etc.

10-1, receiving poorly, or 10-2, receiving well, is correct. A 10-21 is a request by a station for information on how its transmissions are being received.

→

583

571

12. Having received a 10-11 from Lackland Control, Lackland Police Six would

    a. find a telephone.

    b. proceed to the scene of a crime.

    c. proceed to the Net Control site.

    d. proceed to his assigned patrol route or area.

→

---

29. In response to a 10-23, Net Control would transmit

    a. the hour and minute.

    b. either a 10-1 or 10-2.

    c. the temperature, wind velocity, etc.

    d. information on driving conditions, roads that are closed, etc.

→

584

572

12. Having received a 10-11 from Lackland Control, Lackland Police Six would

    a. find a telephone.

    b. proceed to the scene of a crime.

    c. proceed to the Net Control site.

    d. proceed to his assigned patrol route or area.

Proceed to the Net Control site is correct. A 10-11 indicates that the receiving stations are to proceed to the location of the transmitting station.

→

---

29. In response to a 10-23, Net Control would transmit

    a. the hour and minute.

    b. either a 10-1 or 10-2.

    c. the temperature, wind velocity, etc.

    d. information on driving conditions, roads that are closed, etc.

Hour and minute is correct. A 10-23 is a request by one station that time information be transmitted by the receiving station.

→

585

573

13. Having received a 10-12 from Lackland Control, Lackland Police Six would

   a. find a telephone.

   b. proceed to the Net Control site.

   c. proceed to the scene of a crime.

   d. proceed to his assigned patrol route or area.

→

---

30. Lackland Police Six was investigating an abandoned vehicle when he received a 10-25. After transmitting a 10-26 in return, he received a 10-19 from Lackland Control. He would react to the 10-19 by

   a. transmitting a 10-29.

   b. complying with the 10-25.

   c. returning to the abandoned vehicle and completing his investigation.

   d. continuing as indicated by his transmission of 10-26.

→

574

13. Having received a 10-12 from Lackland Control, Lackland Police Six would

   a. find a telephone.

   b. proceed to the Net Control site.

   c. proceed to the scene of a crime.

   d. proceed to his assigned patrol route or area.

Find a telephone is correct. A 10-12 is an instruction from one station to another that the telephone is the preferred means of communicating some specific information.

⟶

---

30. Lackland Police Six was investigating an abandoned vehicle when he received a 10-25. After transmitting a 10-26 in return, he received a 10-19 from Lackland Control. He would react to the 10-19 by

   a. transmitting a 10-29.

   b. complying with the 10-25.

   c. returning to the abandoned vehicle and completing his investigation.

   d. continuing as indicated by his transmission of 10-26.

Return to the abandoned vehicle and complete his investigation is correct. The 10-19, meaning "Disregard previous transmission," cancelled the 10-25. To indicate that he was responding to the 10-25, Lackland Police Six transmitted 10-26, the code for enroute.

⟶

597

575

14. Having received a 10-10 from Lackland Control, Lackland Police Six would

    a. find a telephone.

    b. proceed to the Net Control site.

    c. proceed to the scene of a crime.

    d. proceed to his assigned patrol route or area.

→

---

31. 10-8 X-RAY is transmitted whenever a Security Policeman has

    a. a female in his vehicle and he is out of service.

    b. a female in his vehicle and she is either a victim or suspect.

    c. previously transmitted a 10-32 and the vehicle operator is female.

    d. detained a female suspect, or is interviewing or aiding a female victim.

→

576

14. Having received a 10-10 from Lackland Control, Lackland Police Six would

- a. find a telephone.
- b. proceed to the Net Control site.
- c. proceed to the scene of a crime.
- d. proceed to his assigned patrol route or area.

Proceed to his assigned patrol route or area is correct. If transmitted by a guard or patrolman, a 10-10 is notification that he is returning to his normal location or post.

→

---

31. 10-8 X-RAY is transmitted whenever a Security Policeman has

- a. a female in his vehicle and he is out of service.
- b. a female in his vehicle and she is either a victim or suspect.
- c. previously transmitted a 10-32 and the vehicle operator is female.
- d. detained a female suspect, or is interviewing or aiding a female victim.

When a female suspect or victim is in a security police vehicle, and the vehicle operator is not "out of service," he must transmit a 10-8 X-RAY, giving his location and odometer reading.

→

589

577

15. Net Control transmits a 10-6. Several minutes before it had transmitted, "All stations, 10-3." You know now that you are

a. free to transmit again.

b. to phone the communicator plotter.

c. to await the next transmission.

d. to cease transmitting, maintaining radio silence until instructed otherwise.

→

---

32. Lackland Police Six received the transmission "10-33 front entrance of Base Cafeteria." Which of the following is an example of what he would expect to find at that location?

a. A felony or misdemeanor committed.

b. A burglar alarm that has been triggered.

c. A driverless vehicle in a no-parking zone.

d. A base exchange employee in need of an escort to take the day's receipts to the bank.

→

578

15. Net Control transmits a 10-6. Several minutes before it had transmitted, "All stations, 10-3." You know now that you are

    a. free to transmit again.

    b. to phone the communicator plotter.

    c. to await the next transmission.

    d. to cease transmitting, maintaining radio silence until instructed otherwise.

Free to transmit again is correct. A station transmits 10-6 when it is ready to receive transmissions.

⟶

---

32. Lackland Police Six received the transmission "10-33 front entrance of Base Cafeteria." Which of the following is an example of what he would expect to find at that location?

    a. A felony or misdemeanor committed.

    b. A burglar alarm that has been triggered.

    c. A driverless vehicle in a no-parking zone.

    d. A base exchange employee in need of an escort to take the day's receipts to the bank.

A felony or misdemeanor committed is correct. A 10-33 is transmitted to indicate to a security police unit where a crime is in progress.

⟶

591

579

16. Lackland Control has responded with a 10-4 to a 10-11 from Lackland Police Six. This exchange of transmissions means

    a. Lackland Control directed Lackland Police Six to take a latrine break.

    b. Lackland Police Six requested and received permission for a latrine break.

    c. Lackland Control was directed by Lackland Police Six to take a latrine break.

    d. Lackland Police Six took over a security post while the guard took a latrine break.

→

---

33. Lackland Police Six transmits a 10-32 to Lackland Control. Ten minutes later he transmits a 10-29. Lackland Control would assume that Lackland Police Six

    a. is in trouble and needs help.

    b. has just arrived at the scene.

    c. has completed investigation of a vehicle.

    d. is out of service because he is investigating a vehicle.

→

580

16. Lackland Control has responded with a 10-4 to a 10-14 from Lackland Police Six. This exchange of transmissions means

    a. Lackland Control directed Lackland Police Six to take a latrine break.

    b. Lackland Police Six requested and received permission for a latrine break.

    c. Lackland Control was directed by Lackland Police Six to take a latrine break.

    d. Lackland Police Six took over a security post while the guard took a latrine break.

Lackland Police Six requested and received permission for a latrine break. In this context, a 10-4 means yes, affirmative, permission granted. A 10-14 is transmitted by a unit to request a latrine break or by Net Control to direct a latrine break.

→

---

33. Lackland Police Six transmits a 10-32 to Lackland Control. Ten minutes later he transmits a 10-29. Lackland Control would assume that Lackland Police Six

    a. is in trouble and needs helps.

    b. has just arrived at the scene.

    c. has completed investigation of a vehicle.

    d. is out of service because he is investigating a vehicle.

Has completed investigation of a vehicle is correct. A 10-29 is transmitted to indicate an assignment has been completed. A 10-32 is transmitted to indicate that a vehicle is being investigated or stopped.

Go to page 45 and continue
with Section 2.

17. Lackland Police Six transmits a 10-14 to Lackland Control and receives a 10-20 in return. He would next

a. transmit a 10-19.

b. return to station.

c. transmit a 10-14 again.

d. return to his normal location.

→

582

17. Lackland Police Six transmits a 10-14 to Lackland Control and receives a 10-20 in return. He would next

    a. transmit a 10-19.

    b. return to station.

    c. transmit a 10-14 again.

    d. return to his normal location.

Transmit a 10-14 again is correct. With its transmission of 10-20, Lackland Control asked Lackland Police Six to repeat its previous transmission, which it had received poorly.

Now return to page 11 and continue.

583

Section 2

1. Each 10-series code is shown opposite its meaning.

10-21	Radio check
10-2	Receiving well
10-1	Receiving poorly

→

INSTRUCTIONS: This instructional program will help you memorize the 10-series code for each of 35 verbal expressions. Here's how you must use the program in order to get all the help it can give.

1. Read the information frames, repeating each code-meaning pair to yourself several times.

2. Fill in each blank in the response frames, guessing at the correct answer if you are not sure. *DO NOT TURN BACK TO THE INFORMATION FRAMES.*

3. Check your work by comparing your responses with the correct responses shown in the confirmation frame on the back of the page having the response frame. Turn back to the response frame and correct errors.

4. When you have completed all of the response frames, guessing when you are not sure and correcting your errors as directed, fill in all the blanks on the last page.

Write the 10-series code opposite its meaning.

10-1 Receiving poorly ______

10-2 Receiving well ______

10-21 Radio check ______

→

2

10-9 What is your location?

10-10 Return to normal location/post

10-27 What is your ETA?

28

10-26 10-28

Enroute ______

Proceed to: ______

Arrived at scene ______

Receiving well ______

Latrine break ______

→

29

10-33 Crime in progress at: ______

10-31 Alarm sounding at: ______

10-13 Trouble, help needed ______

54

10-17

Alert force launch ______

Security alert ______

Hostile emergency at: ______

Last assignment completed ______

Arrived at scene ______

→

55

Shown here, in different sequence, are the items from the previous page with correct responses.

Receiving well	10-2
Receiving poorly	10-1
Radio check	10-21

2a

10-10 Return to normal location/post

10-27 What is your ETA?

10-9 What is your location?

28.1

Proceed to:	10-25
Enroute	10-26
Arrived at scene	10-28
Latrine break	10-14
Receiving well	10-2

29a

Alarm sounding at:	10-31
Trouble, help needed	10-13
Crime in progress at:	10-33

54a

Security alert	10-17
Hostile emergency at:	10-16
Last assignment completed	10-29
Arrived at scene	10-28
Alert force launch	10-18

55a

Write the 10-series code opposite its meaning.

10-1 10-2 10-21

Receiving well ______

Radio check ______

Receiving poorly ______

→

3

10-27 What is your ETA? ______

10-10 Return to normal location/post ______

10-9 What is your location? ______

30

10-28

Arrived at scene ______

Enroute ______

Proceed to: ______

Radio check ______

In service ______

31

→

10-13 10-31 10-33

Trouble, help needed ______

Alarm sounding at: ______

Crime in progress at: ______

56

Hostile emergency at: ______

In service with female suspect/victim ______

Enroute ______

Alert force launch ______

Security alert ______

→

57

Shown here, in different sequence, are the items from the previous page with correct responses.

Receiving poorly	10-1
Receiving well	10-2
Radio check	10-21

3a

Return to normal location/post	10-10
What is your location?	10-9
What is your ETA?	10-27

30a

Arrived at scene	10-28
Radio check	10-21
Proceed to:	10-25
Enroute	10-26
In service	10-8

31a

Alarm sounding at:	10-31
Trouble, help needed	10-13
Crime in progress at:	10-33

56a

In service with female suspect/victim	10-8 X-RAY
Hostile emergency at:	10-16
Enroute	10-26
Security alert	10-17
Alert force launch	10-18

57a

Three additional 10-series codes are shown opposite their meanings.

10-3	Stop transmitting
10-6	Station clear
10-5	Standby

4

Write the 10-series code for each of the three meanings.

10-1 10-2

Radio check ________

Receiving well ________

Receiving poorly ________

→

5

10-9 10-10 10-27

Return to normal location/post ________

What is your location? ________

What is your ETA? ________

32

Receiving poorly ________

Out of service ________

Proceed to: ________

Enroute ________

Arrived at scene ________

→

33

10-15	Nonhostile emergency at:
10-23	Time check
10-24	Weather and road check

58

Trouble, help needed ________

Crime in progress at: ________

Alarm sounding at: ________

Hostile emergency at: ________

Return to normal location/post ________

Receiving poorly ________

59

→

The three additional 10-series codes are shown opposite their meanings.

10-6	Station clear
10-3	Stop transmitting
10-5	Standby

4.1

Compare your responses with these.

Receiving poorly	10-1
Receiving well	10-2
Radio check	10-21

5a

What is your ETA?	10-27
What is your location?	10-9
Return to normal location/post	10-10

32a

Out of service	10-7
Receiving poorly	10-1
Enroute	10-26
Arrived at scene	10-28
Proceed to:	10-25

33a

10-24	Weather and road check
10-15	Nonhostile emergency at:
10-23	Time check

58.1

Crime in progress at:	10-33
Alarm sounding at:	10-31
Hostile emergency at:	10-16
Return to normal location/post	10-10
Receiving poorly	10-1
Trouble, help needed	10-13

59a

Write the 10-series code opposite its meaning.

10-3 Stop transmitting ______

10-5 Standby ______

10-6 Station clear ______

6

10-1

Receiving well ______

Receiving poorly ______

Radio check ______

→

7

10-22 Security check

10-30 Convoy or escort

10-32 Stopping or investigating a motor vehicle

34

10-10 10-27

What is your ETA? ______

Arrived at scene ______

What is your location? ______

Stop transmitting ______

Return to normal location/post ______

→

35

10-23 Time check ______

10-15 Nonhostile emergency at: ______

10-24 Weather and road check ______

60

10-33

Alarm sounding at: ______

Alert force launch ______

What is your ETA? ______

Crime in progress at: ______

Receiving well ______

Trouble, help needed ______

→

61

591

Stop transmitting	10-3	Receiving well	10-2
Standby	10-5	Receiving poorly	10-1
Station clear	10-6	Radio check	10-21

→

6a

7a

10-32	Stopping or investigating a motor vehicle
10-22	Security check
10-30	Convoy or escort

Return to normal location/post	10-10
Arrived at scene	10-28
What is your ETA?	10-27
Stop transmitting	10-3
What is your location?	10-9

→

34.1

35a

Nonhostile emergency at:	10-15
Time check	10-23
Weather and road check	10-24

Crime in progress at:	10-33
What is your ETA?	10-27
Alert force launch	10-18
Alarm sounding at:	10-31
Trouble, help needed	10-13
Receiving well	10-2

60a

61a

→

10-3 10-5 10-6

Standby ______

Station clear ______

Stop transmitting ______

8

Radio check ______

Receiving poorly ______

Receiving well ______

9

10-30 Convoy or escort ______

10-32 Stopping or investigating a motor vehicle ______

10-22 Security check ______

36

10-27

Return to normal location/post ______

What is your ETA? ______

Standby ______

What is your location? ______

Enroute ______

37

10-15 10-23 10-24

Time check ______

Weather and road check ______

Nonhostile emergency at: ______

62

Radio check ______

Alarm sounding at: ______

What is your location? ______

Crime in progress at: ______

Security alert ______

Trouble, help needed ______

63

593

Station clear	10-6
Standby	10-5
Stop transmitting	10-3

Receiving well	10-2
Receiving poorly	10-1
Radio check	10-21

→

8a

Stopping or investigating a motor vehicle	10-32
Convoy or escort	10-30
Security check	10-22

9a

Standby	10-5
Return to normal location/post	10-10
What is your ETA?	10-27
What is your location?	10-9
Enroute	10-26

→

36a

Weather and road check	10-24
Time check	10-23
Nonhostile emergency at	10-15

37a

Alarm sounding at:	10-31
Radio check	10-21
Crime in progress at:	10-33
Trouble, help needed	10-13
What is your location?	10-9
Security alert	10-17

→

62a

63a

606

10-20	Repeat
10-19	Disregard previous transmission
10-12	Phone this office

10

10-5 10-6

Station clear ______

Stop transmitting ______

Standby ______

Radio check ______

→

11

10-22 10-30 10-32

Security check ______

Convoy or escort ______

Stopping or investigating a motor vehicle ______

38

What is your ETA? ______

Station clear ______

What is your location? ______

Proceed to: ______

Return to normal location/post ______

→

39

10-4	Acknowledge or will comply
10-34	Negative

64

Nonhostile emergency at: ______

Time check ______

Weather and road check ______

Trouble, help needed ______

Security check ______

Stop transmitting ______

→

65

595

10-12	Phone this office
10-19	Disregard previous transmission
10-20	Repeat

Stop transmitting	10-3
Radio check	10-21
Station clear	10-6
Standby	10-5

→

10.1

Stopping or investigating a motor vehicle	10-32
Convoy or escort	10-30
Security check	10-22

11a

Return to normal location/post	10-10
What is your ETA?	10-27
What is your location?	10-9
Proceed to:	10-25
Station clear	10-6

→

38a

10-34	Negative
10-4	Acknowledge or will comply

39a

Time check	10-23
Nonhostile emergency at:	10-15
Weather and road check	10-24
Stop transmitting	10-3
Security check	10-22
Trouble, help needed	10-13

→

64.1

65a

596

10-19 Disregard previous transmission

10-12 Phone this office

10-20 Repeat

12

10-6

Standby ______

Stop transmitting ______

Receiving poorly ______

Station clear ______

→

13

10-8 X-RAY In service with female suspect/victim

10-11 Return to station

10-29 Last assignment completed

40

10-22 10-30

Convoy or escort ______

Security check ______

Stopping or investigating a motor vehicle ______

What is your location? ______

Phone this office ______

→

41

10-4 Acknowledge or will comply ______

10-34 Negative ______

66

Crime in progress at: ______

Nonhostile emergency at: ______

Convoy or escort ______

Time check ______

Standby ______

Weather and road check ______

→

67

609

Phone this office	10-12
Disregard previous transmission	10-19
Repeat	10-20

Stop transmitting	10-3
Receiving poorly	10-1
Standby	10-5
Station clear	10-6

→

12a

10-29	Last assignment completed
10-11	Return to station
10-8 X-RAY	In service with female suspect/victim

13a

Security check	10-22
Convoy or escort	10-30
What is your location?	10-9
Phone this office	10-12
Stopping or investigating a motor vehicle	10-32

→

40.1

Acknowledge or will comply	10-4
Negative	10-34

41a

Convoy or escort	10-30
Time check	10-23
Crime in progress at:	10-33
Nonhostile emergency at:	10-15
Weather and road check	10-24
Standby	10-5

→

66a

67a

10-20 10-19 12-12

Phone this office ______

Disregard previous transmission ______

Repeat ______

14

Station clear ______

Stop transmitting ______

Receiving well ______

Standby ______

→

15

10-11 Return to station ______

10-8 X-RAY In service with female suspect/victim ______

10-29 Last assignment completed ______

42

10-22

Security check ______

What is your ETA? ______

Disregard previous transmission ______

Convoy or escort ______

Stopping or investigating motor vehicle ______

→

43

10-4 10-34

Acknowledge or will comply ______

Negative ______

68

Time check ______

Stopping or investigating a motor vehicle ______

Station clear ______

Weather and road check ______

Alarm sounding at: ______

Nonhostile emergency at: ______

→

69

Repeat	10-20
Phone this office	10-12
Disregard previous transmission	10-19

14a

Receiving well	10-2
Stop transmitting	10-3
Station clear	10-6
Standby	10-5

→

15a

Last assignment completed	10-29
In service with female suspect/victim	10-8 X-RAY
Return to station	10-11

42a

What is your ETA ?	10-27
Security check	10-22
Disregard previous transmission	10-19
Stopping or investigating a motor vehicle	10-32
Convoy or escort	10-30

→

43a

Acknowledge or will comply	10-4
Negative	10-34

68a

Stopping or investigating a motor vehicle	10-32
Nonhostile emergency at:	10-15
Weather and road check	10-24
Time check	10-23
Alarm sounding at:	10-31
Station clear	10-6

→

69a

10-7 Out of service

10-8 In service

10-14 Latrine break

16

10-20 10-19

Disregard previous transmission ______

Phone this office ______

Repeat ______

Stop transmitting ______

→

17

10-8 X-RAY 10-11 10-29

Last assignment completed ______

In service with female suspect/victim ______

Return to station ______

44

Stopping or investigating a motor vehicle ______

Return to normal location/post ______

Convoy or escort ______

Repeat ______

Security check ______

→

45

10-34

Acknowledge or will comply ______

Weather and road check ______

In service with female suspect/victim ______

70

Out of service ______

Negative ______

Disregard previous transmission ______

→

71

10-14	Latrine break
10-7	Out of service
10-8	In service

Repeat	10-20
Phone this office	10-12
Disregard previous transmission	10-19
Stop transmitting	10-3

→

16.1

17a

Return to station	10-11
Last assignment completed	10-29
In service with female suspect/ victim	10-8 X-RAY

Return to normal location/ post	10-10
Stopping or investigating a motor vehicle	10-32
Convoy or escort	10-30
Repeat	10-20
Security Check	10-22

→

44a

45a

Negative	10-34
Acknowledge or will comply	10-4
In service with female suspect/ victim	10-8 X-RAY

Out of service	10-7
Disregard previous transmission	10-19
Weather and road check	10-24

→

70a

71a

602

10-8 In service ____

10-7 Out of service ____

10-14 Latrine break ____

18

10-20

Phone this office ____

Repeat ____

Standby ____

Disregard previous transmission ____

→

19

10-16 Hostile emergency at:

10-17 Security alert

10-18 Alert force launch

46

10-11 10-29

In service with female suspect/victim ____

Last assignment completed ____

Return to station ____

Latrine break ____

Security check ____

→

47

Repeat ____

Latrine break ____

Acknowledge or will comply ____

72

Return to station ____

Time check ____

Negative ____

→

73

615

In service	10-8
Latrine break	10-14
Out of service	10-7

Standby	10-5
Disregard previous transmission	10-19
Repeat	10-20
Phone this office	10-12

→

18a **19a**

10-17	Security alert
10-16	Hostile emergency at:
10-18	Alert force launch

Last assignment completed	10-29
In service with female suspect/victim	10-8 X-RAY
Return to station	10-11
Latrine break	10-14
Security check	10-22

→

46.1 **47a**

Latrine break	10-14
Time check	10-23
Negative	10-34

Repeat	10-20
Acknowledge or will comply	10-4
Return to station	10-11

→

72a **73a**

10-7 10-8 10-14

Latrine break ____

Out of service ____

In service ____

20

Disregard previous transmission ____

Repeat ____

Phone this office ____

Station clear ____

→

21

10-17 Security alert ____

10-16 Hostile emergency at ____

10-18 Alert force launch ____

48

10-11

Last assignment completed ____

Out of service ____

In service with female suspect/victim ____

Convoy or escort ____

Return to station ____

→

49

Nonhostile emergency at: ____

Negative ____

Last assignment completed ____

74

In service ____

Phone this office ____

Proceed to: ____

→

75

Out of service	10-7
In service	10-8
Latrine break	10-14

Repeat	10-20
Phone this office	10-12
Disregard previous transmission	10-19
Station clear	10-6

20a

21a

Alert force launch	10-18
Security alert	10-17
Hostile emergency at:	10-16

Out of service	10-7
In service with female suspect/ victim	10-8 X-RAY
Last assignment completed	10-29
Return to station	10-11
Convoy or escort	10-30

48a

49a

Negative	10-34
Last assignment completed	10-29
In service	10-8

Phone this office	10-12
Proceed to:	10-25
Nonhostile emergency at:	10-15

74a

75a

10-25	Proceed to:
10-26	Enroute
10-28	Arrived at scene

22

10-8 10-14

In service ______

Latrine break ______

Out of service ______

Phone this office ______

→

23

10-18 10-17 10-16

Alert force launch ______

Security alert ______

Hostile emergency at: ______

50

Last assignment completed ______

Stopping or investigating a motor vehicle ______

In service ______

In service with female suspect/ victim ______

Return to station ______

→

51

Acknowledge or will comply ______

Enroute ______

What is your location? ______

76

Nonhostile emergency at: ______

Trouble, help needed ______

Alert force launch ______

→

77

10-26	Enroute
10-25	Proceed to:
10-28	Arrived at scene

Latrine break	10-14
Out of service	10-7
In service	10-8
Phone this office	10-12

→

22.1

Security alert	10-17
Alert force launch	10-18
Hostile emergency at:	10-16

23a

In service	10-8
Return to station	10-11
Stopping or investigating a motor vehicle	10-32
Last assignment completed	10-29
In service with female suspect/victim	10-8 X-RAY

→

50a

Acknowledge or will comply	10-4
Enroute	10-26
What is your location?	10-9

51a

Alert force launch	10-18
Trouble, help needed	10-13
Nonhostile emergency at:	10-15

→

76a

77a

10-26 Enroute ______
10-28 Arrived at scene ______
10-25 Proceed to: ______

24

10-14
Latrine break ______
Repeat ______
Out of service ______
In service ______

25

10-13 Trouble, help needed
10-31 Alarm sounding at:
10-33 Crime in progress at:

52

10-17 10-16
Security alert ______
Alert force launch ______
Hostile emergency at: ______
Return to station ______
Proceed to: ______

53

Arrived at scene ______
What is your ETA? ______
Security alert ______

78

Security check ______
Return to station ______
Alarm sounding at: ______

79

Enroute	10-26
Proceed to:	10-25
Arrived at scene	10-28

In service	10-8
Repeat	10-20
Out of service	10-7
Latrine break	10-14

→

24a

25a

10-31	Alarm sounding at:
10-33	Crime in progress at:
10-13	Trouble, help needed

Alert force launch	10-18
Hostile emergency at:	10-16
Proceed to:	10-25
Return to station	10-11
Security alert	10-17

→

52.1

53a

Return to page 47, No. 54.

Arrived at scene	10-28
What is your ETA?	10-27
Security alert	10-17

Security check	10-22
Return to station	10-11
Alarm sounding at:	10-31

→

Go to page 75 and fill in the appropriate 10-series.

78a

79a

610

10-25 10-26 10-28

Arrived at scene ______

Enroute ______

Proceed to: ______

Disregard previous transmission ______

Out of service ______

Latrine break ______

In service ______

→

26

27

623

611

Enroute	10-26	Disregard previous transmission	10-19
Arrived at scene	10-28	Latrine break	10-14
Proceed to:	10-25	In service	10-8
		Out of service	10-7

26a

27a Return to page 47, No. 28

Repeat ______
Standby ______
Enroute ______
In service ______
Proceed to: ______
Negative ______
Time check ______
Radio check ______
Station clear ______
Out of service ______
Latrine break ______
Security alert ______
Security check ______
Receiving well ______
Receiving poorly ______
Stop transmitting ______
Return to station ______
Phone this office ______

Convoy or escort ______
Alarm sounding at: ______
Alert force launch ______
Crime in progress at: ______
Hostile emergency at: ______
Arrived at the scene ______
What is your location? ______
Weather and road check ______
Nonhostile emergency at: ______
Last assignment completed ______
Trouble, help needed ______
Acknowledge or will comply ______
Return to normal location/post ______
Disregard previous transmission ______
What is your estimated time of arrival? ______
Stopping or investigating a motor vehicle ______
In service with female suspect/victim ______

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PROGRAMMED TEXT

3ABR81132

Technical Training

COMMUNICATIONS LEARNING EXERCISES

26 July 1977

HEADQUARTERS 3280TH TECHNICAL TRAINING GROUP
USAF Technical Training School
Lackland Air Force Base, Texas

Designed For ATC Course Use
DO NOT USE ON THE JOB

614

USAF Security Police Academy
Lackland AFB, Texas

Programmed Text 3ABR81132

LEARNING EXERCISES

INTRODUCTION

This Learning Exercise Booklet is designed for use by students in course 3ABR81230, Law Enforcement Specialist, to support the Programmed Text and audio/visual presentations. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the USAF Security Police Academy. Knowledges acquired from the programmed text and audio/visual presentation will help you perform the exercises or answer the questions presented in this learning exercise booklet. It was designed using instruction system development principles and concepts.

INSTRUCTIONS

The material in this learning exercise booklet is presented in a programmed format. The learning exercises will be completed as directed by the audio/visual presentation or your instructor. Each learning exercise must be evaluated by your instructor prior to continuation of the program.

Copies of this learning exercise booklet are issued by the Curricula Unit on request of the user.

627

615

Learning Exercise 1

Match the statements in the operation column with the situations in the situation column by placing the letter(s) in the blank provided. More than one answer may apply to each situation.

SITUATION	OPERATION
_____1. You are to place the handi-talkie into operation.	a. Volume control
_____2. You have interference in your handi-talkie that cannot be corrected by adjusting the squelch control.	b. Squelch control
_____3. You are operating a base station radio and want to transmit to someone on another channel.	c. Battery change
_____4. You have just assumed duty as a vehicle patrol operator and want to place your vehicle radio in operation.	d. Frequency control
_____5. Your vehicle radio has a loud hissing sound coming from the receiver.	e. Extend antenna

---

When completed, give to your instructor for evaluation.

Instructor's Initials__________

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616

Learning Exercise 2

Place an "X" in the space provided before each transmission that contains a deviation from the standard use of call signs.

______1. "Security Control, this is Seventy Seven, Over."

______2. "Reading you Security Seven, Over."

______3. "Security Seven, contact Police Control for a message, Over."

______4. "Police Control, this is Security Seven, Over."

______5. "Security Seven, report to main gate for escort, Over."

When completed, give to your instructor for evaluation.

Instructor's Initials______________

629

Learning Exercise 3

Match the explanation with the correct prowords by placing the letter in the blank provided.

PROWORD

______1. Unknown Station

______2. Message Follows

______3. That is Correct

______4. This Is

______5. Acknowledge

______6. I Say Again

______7. Out

______8. Verify

______9. Break

______10. I Verify

______11. Wrong

______12. Relay

______13. I Spell

______14. Over

______15. Go Ahead

______16. Speak Slower

EXPLANATION

a. You are correct, or what you have transmitted is correct.

b. I am repeating transmission or portion indicated.

c. This transmission is from the station whose designation immediately follows.

d. This is the end of my transmission to you, and no answer is required or expected.

e. A message which requires recording is about to follow.

f. Verify entire message or portion indicated, and send correct version.

g. Let me know that you have received and understood this message.

h. The identity of the station with whom I am attempting to establish communication is unknown.

i. Your last transmission was incorrect, the correct version is.

j. This is the end of my transmission to you and a response is necessary.

k. Your transmission is at too fast a speed, reduce speed of transmission.

l. I shall spell the next work phonetically.

m. Proceed with your message.

n. I hereby indicate the separation of the text from other portions of the message.

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EXPLANATION

o. Transmit this message to all addresses or to the address designations immediately following.

p. That which follows has been verified at your request and is repeated.

When completed, give to your instructor for evaluation.

Instructor's Initials__________

631

619

Learning Exercise 4

Without the use of your standard Radio Call Code (10 Series) handout, write the 10-series code(s) that you would use to make an initial report/response to each situation/transmission indicated below in the blank provided. More than one code may be appropriate to each situation/transmission.

______1. You have just clocked a 1970 blue Buick speeding, 45 miles per hour in a 15-mile per hour zone.

______2. "Security Seven, 10-25, 10-31 building 7, Over."

______3. "Lackland Control, this is Police Five, 10-8, 10-21, Over."

______4. You want to tell Police Control to forget about the situation in number 1 above.

______5. From situation number 2, let Security Control know that you have arrived.

______6. Your investigation of the above situation is finished, everything is now corrected, and you are returning to your normal patrol.

______7. You have just apprehended a woman at the main gate and are returning with her to your Net Control Station.

______8. "Security Control, this is Security Seven, 10-8, 10-10, Over."

When completed, given to your instructor for evaluation.

Instructor's Iniitals____________

Learning Exercise 5

Match the letter of the correct method of approaching the scene with the blank beside the corresponding priority code.

METHOD

Code No. 1 ______

Code No. 2 ______

Code No. 3 ______

a. Flashing light and siren are used.

b. No lights or siren used and all traffic laws are observed.

c. Flashing light is used and all speed limits are observed.

d. Flashing light is used, and speed does not exceed 15 mph over the speed limit.

e. Siren is used, no traffic laws are observed.

When completed, give to your instructor for evaluation.

Instructor's Initials ________

621

Learning Exercise 6

A. Place an "X" before the most concise transmission.

_____1. "Lackland police, this is Police Nine, request you give me a 10-21, Over."

_____2. "Security Ten, this is Security Control, 10-25, building 5, Over."

_____3. "Security Control, this is Security Ten, I'm en route to building 5, will arrive in approximately 5 minutes, Over."

_____4. "Police Nine, this is Lackland police, request you 10-12 this office, Over."

B. Place an "X" before each situation that would requrie writing a radio message.

_____1. You have been told to relay a message to another post.

_____2. You want to tell Net Control that you are out of service for a latrine break.

_____3. Net Control has told you to proceed to building 5 for an escort.

_____4. You need to tell your patrol seven to go to building 5, contact Mr. Jones, social security number 113-70-2105, and get him to sign the request papers for authorization of a stop sign at 1st and Bomb Streets. Then you are to have him return the papers to the Base Commander, wait for them to be reviewed, and then take them to the Chief, Security Police.

C. Place an "X" before each transmission that would be inappropriate.

_____1. Security Control is transmitting to Security Seven when you interrupt to ask for a latrine break.

_____2. Police Control has just transmitted a 10-3 when you call in requesting assistance at the scene of a riot.

_____3. You have attempted to call Net Control three times, but they have failed to respond; you try again.

_____4. You have to find out if you are off duty tomorrow so you can attend a party, so you transmit to Net Control asking them if you are off.

_____5. Police Control has just transmitted a 10-6 when you transmit requesting a latrine break.

_____6. "Police Six, this is Police Control, be advised that you have CQ tomorrow at 1700 hours, Acknowledge, Over."

_____7. "Police Control, this is Police Four, Airman Jackson 10-7 building 5 for chow, Over."

_____8. "Security Control, this is Security Eight, 10-18 runway 24, Acknowledge, Over."

_____9. "Security Eight, this is Security Control, 10-20, repeat reception poor, receiving you 10-1, Over."

When completed, give to your instructor for evaluation.

Instructor's Initials__________

Learning Exercise 7

Place an "X" in the space provided before each document that is classified. REF: AFR 205-1.

______1.

> TOP SECRET
>
> Defense Missile System
>
> 1. This system is designed to protect our nation from enemy attack.
>
> 2. There will be the following missiles assigned . . . .
>
> TOP SECRET

______2.

> From: Chief of Staff
>
> Subject: Discipline
>
> To: All Commands
>
> 1. The level of discipline in the Air Force has declined in the . . . .

______3.

> CONFIDENTIAL
>
> Force Deployment
>
> 1. The following Army, Navy and Air Force Units will participate in exercise . . . .
>
> CONFIDENTIAL

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____4.

TOP SECRET

Message 740402
TO: Commander in Chief
FROM: Embassador Code 33

JONES, GS2, advises that this country is preparing for war against our three allies in the part of the . . . .

TOP SECRET

____5.

FROM: CINCSAC TO: All levels of command MESSAGE: An inspection will be conducted on your commands within the next . . . .

Instructor's Initials__________

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ATC STUDY GUIDE E3ABR/OBR00002

PREPARED BY KEESLER AFB

Technical Training

COMMUNICATIONS SECURITY

(Expanded Technical)

February 1978

AIR TRAINING COMMAND

Designed For ATC Course Use
Do Not Use On The Job

ATC FORM 214 (JAN 76) OBSOLETES ATC FORMS 214, MAY 69, 522, NOV 63 AND 523, MAY 71. STANDARD COVERSHEET

DEPARTMENT OF THE AIR FORCE
Headquarters Air Training Command
Randolph Air Force Base, Texas 78148

ATC STUDY GUIDE E3ABR/OBR00002
February 1978

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This study guide was designed to guide you through your study assignments in the most logical sequence for easy understanding. Answer the self-evaluation questions so you will better understand and retain the material you have studied.

This publication is designed for ATC use only and must not conflict with the information and/or procedures currently contained in official publications. It is updated as necessary and therefore is NOT to be used on the job in preference to authoritative publications.

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FOR THE COMMANDER

Billy C McMaster
BILLY C. MCMASTER, Colonel, USAF
Director, Standards and Evaluation
DCS/Technical Training

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COMMUNICATIONS SECURITY

(Expanded Technical)

Subject . . . Page

OBJECTIVES 1

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THREAT 12

EXPANDED COMSEC OBJECTIVES

1. Select the proper communications mode (to include written, oral, electrical, etc.) which will provide the security, reliability, speed required, and the characteristics of USAF Communications: Commercial phone systems (base/leased), AUTOVON, AUTOSEVOCOM, AUTODIN, Manual Cryptosystems.

2. Physical Security: Apply security measures in the storage and shipment of classified material and information.

3. Emission Security (TEMPEST): Know what a compromising emanation is and how generated, identify emission security hazards, and use prescribed safeguards to overcome emission security hazards.

4. Surveillance Services: Identify basic facts and terms about COMSEC assistance and advice, surveys (black/red), and monitoring.

5. Identify basic facts and terms about Foreign Communications Intelligence Threat.

INTRODUCTION

To maintain an adequate security posture, the Air Force must continue its practice of self-evaluation in the area of security. This practice consists primarily of cultivating an alertness of potential or existing security problem areas, clearly identifying these areas, and rapidly formulating effective preventive or corrective solutions to these problems.

The material contained in this study guide will provide knowledge essential to the development and maintenance of an adequate security posture in Air Force personnel.

INFORMATION

CHARACTERISTICS OF USAF TELECOMMUNICATIONS

The Air Force uses three major DOD telecommunications systems to electrically transmit information. In addition, the Air Force employs Government-owned and Government-leased commercial telephone systems. All of these systems involve telephone and radio networks which can provide long-distance, worldwide communications between military establishments in a manner of minutes or--at most--a few hours.

Telephone System

Some of the phone equipment used by the Air Force is owned by the Government, and some of it is leased from commercial phone companies. There are four classes of phones (A, B, C, and D). All of these but Class B are to be used for the handling of official business. This means that they are not to be used for personal business. Class A phones may be used to make off-base calls. They also give access to commercial central offices, toll trunks, automatic voice network (AUTOVON), wide area telephone system (WATS), and foreign exchange (FEX). Class C phones are used to make on-base official calls only (there is no access to off-base trunks). Both Class A and Class C phones may be used to receive official calls from any source (off-base as well as on-base). Class B phones are used for unofficial (personal) calls, and they are found in places such as base quarters. Class D phones are used for official Government business, but their use is limited to special purposes such as fire, guard, and crash alarms. All the phone systems used by the Air Force give fast and convenient service to their users, but we should keep in mind that all of the phones that we have talked about up to this time can be used by our enemies to gain information that can be used to defeat our defense efforts if we fail to exercise care when we use them. They are not secure and should never be used to communicate classified or sensitive information.

Automatic Voice Network (AUTOVON)

AUTOVON is a long-distance telephone network. It is one of the major systems used by the Air Force for long-distance calling, but it does not give the protection that is required for classified information or information of intelligence value. You should never use the AUTOVON system for the transmission of this type of information.

Automatic Secure Voice Communications (AUTOSEVOCOM)

AUTOSEVOCOM is the major telephone system used by the Air Force when it is necessary to protect the information contained in voice communication. This system is managed by the Joint Chiefs of Staff. It is a long-distance telephone network which has special circuits that are used for worldwide communication between military units. This system takes the voice information and puts it in a form which is unintelligible to all but the intended recipients. This kind of voice communication is completely secure, and it serves all major commands. Although this system gives us a fast means of using the voice in transmitting classified information, it does not give us a record (paper) copy.

Automatic Digital Network (AUTODIN)

The AUTODIN telecommunications system that is in use today makes a record copy of the data which it transmits. This is a worldwide DOD telecommunications network which gives us the ability to safely transmit logistical, operational, statistical, and administrative messages. All major DOD installations are capable of encrypting AUTODIN traffic. The system can be used to handle classified messages up to and including Top Secret. The system automatically makes record copies of the messages.

> NOTE: All of the telecommunications sytems described above may employ one or more types of electrical relay. Among these are landline, undersea cable, tropospheric scatter, microwave, satellite, or high-frequency radio relay. The disadvantages of these systems are equipment breakdowns, interference caused by electrical storms or other natural or manmade interruption, they are easily monitored, and there are transmission limits of some systems because of distances involved. Classified information is not authorized for transmittal over radio circuits unless it is first encrypted to conceal its true meaning. You should never pass bits of information that are of possible intelligence value over radio circuits without first encrypting them. You can readily understand the important involvement of the COMSEC element in these systems. Not so evident, however, is the ease of intercepting unprotected telecommunications and the means of obtaining information of intelligence value from these communications.

Manual Cryptosystems

Manual Cryptosystems may be used to transmit classified information in those situations where secure telecommunication equipment is not available or not feasible. A manual cryptosystem consists of any cryptographic system that does not use electric or electronic principles to change plain text into code or cipher text. Some of the more common types of manual cryptosystems are codes, one-time pads, and authentication systems.

1. Code and one-time systems are used primarily for providing security for classified information when it is being transmitted. One-time systems are the most secure primarily because of the cryptographic principle they employ. Code systems provide less security than one-time systems but, when used properly, provide adequate short-term protection for classified information of a tactical nature. The basic security factor of all codes and one-time systems is the frequent changing of the cryptographic key used in each system. This helps to make it more difficult for an enemy to gain an insight into the cryptosystems logic and, therefore, helps prevent an enemy from gaining access to classified information for a reasonable amount of time. One-time systems are the most secure because, as the name implies, they employ a cryptographic key which is used only once, thereby making it almost impossible for an enemy to decrypt.

2. An authentication system differs from a code or one-time system in that you cannot encrypt and transmit forms of intelligence with them. They are used for the sole purpose of establishing the authenticity of a transmission, message, originator, or to challenge the identity of either send or receive communicators.

3. Manual cryptosystems are used extensively in the Air Force today. They will continue to be used until all means of communications which pass sensitive or classified information are secured with electronic cryptographic equipment. Should you, in your job as a member of the Air Force team, have to use manual cryptosystems, be sure that you are thoroughly briefed by your COMSEC officer on how to use and protect this important material. Remember, when used properly, manual cryptosystems provide excellent protection of sensitive and classified Air Force operations.

NOTE: For more specific and detailed information concerning the application and use of codes, one-time pads, and authentication systems, consult AFM 100-45, AFKAG 33, and NACSEM 7001.

Code Words and Nicknames

The Air Force, as well as the other services, has adopted a system of assigning code words to designate classified plans or operations, designate classified geographic areas or locations, and conceal classified intentions. Each code word consists of one word which is selected from those listed in JANAP 299 and assigned a classified meaning by appropriate authority to insure proper security concerning intentions to safeguard information pertaining to actual real-world military plans or operations classified Confidential or higher. A code word is not assigned to test, drill, or exercise activities. The Air Force also uses a system of nicknames for administrative convenience, morale purposes, and public information. A nickname is composed of two words, it is itself unclassified, and its meaning is unclassified. Although a nickname's meaning is unclassified, it may be assigned to an event, project, maneuver, test, or exercise involving elements of classified matter.

Code words and nicknames are often misused with unclassified information, including information of intelligence value. Frequently this happens during discussions on the telephone or in casual conversations. Such information could be related to a plan, project, test, or experiment which has been assigned a classified code word or an unclassified nickname. Misuse of code words and nicknames can be a breach of communications security. Use extreme caution when dealing with them. Specific information relating to an activity which has been assigned a code word or nickname may be classified, unclassified of intelligence value, or unclassified and of no intelligence value. The information must be handled according to its required degree of protection.

REVIEW QUESTIONS

1. What are the four classes of telephones used by the Air Force?
2. What are the characteristics of each of the above classes of telephone?
3. Describe the AUTOVON system and comment on the degree of protection it provides classified information.
4. Describe AUTOSEVOCOM and comment on the protection it provides the information which it processes.
5. Discuss AUTODIN in terms of what it is and the degree of protection it affords the information it handles.

PHYSICAL SECURITY

Physical Security of COMSEC Material and Information

Physical security is defined as the component of COMSEC which results from all physical measures necessary to safeguard COMSEC material and information from access thereto or observation by unauthorized persons.

Handling and Storage of Classified Information and Classified COMSEC Material

Classified COMSEC material must be kept in a place where there are secure storage facilities. One who works in an area where there is classified COMSEC material should know how to handle and store it. Only authorized persons may be allowed to handle this material. Also, persons who are given access to classified COMSEC material must have a need for it in the performance of their duties. When this material is not in use or under the direct observation of an authorized person, in the same room or enclosure, it should be stored in a locked container or vault-type room as authorized by AFR 205-1. The security classification and type material will determine the kind of storage to be used. At the end of duty hours, each storage facility (safe, container, or vault-type room) should be inspected to insure that it is properly secured. A safe, filing cabinet, or other safe-type container which is used for the storage of classified material should contain classified material only. Money, drugs, and other valuable articles should never be placed in a container used for the storage of classified material.

Destruction of Classified Material

Although you may seldom take part in destroying classified material, you should be familiar with the correct procedures for doing it.

1. Normal, special, and emergency destruction procedures are given in detail in DOD 5200.1-R, as supplemented by AFR 205-1. When classified material becomes obsolete and is no longer in effect, it still retains its classification. It must be gotten rid of in such a way as to insure that it does not fall into the hands of unauthorized persons. The method chosen for destroying classified material (burning or mutilating) must not be one which will permit this material to be reconstructed. The destruction of cryptographic material must be in accordance with the directions found in publications which contain the rules and procedures for its destruction. Rules and procedures

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to be used in destroying cryptographic material may be found in a group of directives known as Air Force Cryptographic Aids, General (AFKAGs). Some of the AFKAGs which give information on the destruction of cryptographic material are AFKAGs 1, 2, 3, 6, 31, and 34. Classified material is destroyed by or in the presence of two officials. One serves as "destroying official" and the other as "witnessing official." The official who destroys the cryptographic material and the official who witnesses its destruction must sign a certificate which identifies the material that was destroyed and also shows the date on which it was destroyed.

2. One type of destruction you may become involved in is "emergency destruction." This must be carried out where there is danger of capture or when a move must be made in such haste that it is not possible to carry or otherwise safeguard all classified material. When this type of destruction is performed, Top Secret material is destroyed first, Secret second, and Confidential material last. COMSEC material is destroyed according to priorities outlined in AFKAG-1. Each unit maintaining a COMSEC account publishes an emergency destruction plan. Personnel should be familiar with their unit's destruction plans and procedures in case of attack by an enemy or in some situation requiring immediate destruction of all classified material.

Removal of Classified Material

No one should take classified material from a secure place of storage without first getting permission from the one who has the responsibility for safeguarding it. A record should be kept on file to show the removal of classified material. This record should show the name of the one who has the material, the date, title, or description of each item or publication involved, its classification, and the name and position of the one who authorized the removal. When the material has served the purpose for which it was removed, it should be placed back in storage immediately. The combination to classified storage containers should NOT be given to one who is not authorized to have it. Only those who have custody of classified material should take inventories and make inspections in their areas to insure that all safeguards that are in DOD 5200.1-R, as supplemented by AFR 205-1, are taken to protect such material at all times.

Improvement Measures

Some of the measures which may be applied to improve physical security of COMSEC materials are:

1. Insuring that materials are properly:
    a. Handled according to current directives.
    b. Stored in approved containers.

2. Conducting daily inventories, if applicable, of COMSEC materials.

3. Insuring that only authrized, properly cleared personnel with a need to know have access to COMSEC material and that the number of persons authorized access to the area or room where the material is stored is kept to an absolute minimum.

4. Transporting or shipping materials as prescribed in current directives.

5. Immediately reporting any suspected loss or compromise of COMSEC material.

6. Reviewing emergency action plans to insure that planned actions prevent loss of COMSEC materials.

7. Following prescribed procedures when disposing of obsolete or superseded material.

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REVIEW QUESTIONS

1. What is meant by physical security?

2. Every person who works in a shop where there is classified material should know how to handle and store it. (True/False)

3. What determines the storage requirements of classified materials?

4. Some valuable articles (other than classified materials) may be placed in containers used for the storage of classified material. (True/False)

5. Destruction of classified material falls into three categories. What are they?

6. Who has authority to grant permission for removal of classified material from secure storage?

7. What are some measures which may be employed to improve physical security of COMSEC materials?

COMPROMISING EMANATIONS - TEMPEST

Definition and Objectives

Compromising emanations are unintentional data-related or intelligence-bearing signals which, if intercepted and analyzed, disclose the classified information transmitted, received, handled, or otherwise processed by any information-processing equipment. The word TEMPEST is used as an unclassified term referring to investigations and studies of compromising emanations. The Air Force TEMPEST efforts are concerned with the control of compromising emanations at all Air Force organizations having equipment or systems that process classified information. AFR 100-51 requires that each MAJCOM appoint a TEMPEST officer to be responsible for managing the TEMPEST Program. The program's objectives are to:

1. Identify equipment and systems which emit compromising emanations.
2. Apply effective control measures.
3. Install equipment properly.
4. Educate personnel.
5. TEMPEST test all equipment.

Why You Should Be Interested

Everyone who works with electromechanical or electronic equipment and systems which process classified information should be sure that the equipment or system is not a TEMPEST hazard. To do this, you should acquaint yourself with the nature of the problem so that you can be aware of potential TEMPEST hazards.

What You Should Do

First, understand what TEMPEST is. It is not necessary or expected that everyone have a detailed technical knowledge of TEMPEST. However, a basic understanding of what it is will help one gain some idea as to how large the problem is. Second, understand what you can and cannot do about TEMPEST. Your organization TEMPEST officer can answer most of your questions. The TEMPEST officer may request assistance, through command channels, from the AF COMSEC CEN/SRT, San Antonio TX 78243.

What a Compromising Emanation Is

A compromising emanation is electromagnetic energy unintentionally emitted from equipment processing classified information which has some characteristic that makes it possible to recover the classified information. For those of you that do not have a technical background, we include an explanation that may help you to understand what we mean by "unintentional emanation."

1. You are all familiar with commercial television and radio where signals are transmitted from one point and received at another by equipment designed for the purpose. In the process of generating these desired signals, there are also many signals produced that are not desired. Normally, these undesired signals are not of any concern and are ignored unless they interfere with the normal operation of other equipment. It is these unintentional emanations (signals) that we are concerned with in Air Force equipment that is handling classified information.

2. For example, it is possible to record and analyze unintentional emanations from some teletypewriter equipment and, for practical purposes, recover 100 percent of the processed classified information. In the case of teletypewriter equipment, information recovery is possible because equipment relays open and close to turn current on and off. This action produces an unintentional arc at the relay contacts similar to the arc produced across a spark plug in an internal combustion engine. Just as the spark plug produces unintentional signals that can interfere with radio and television receivers, the opening and closing of relay contacts produce unintentional signals that can travel outward beyond the range of US security control.

3. The source of a compromising emanation is not limited to the arcing of relay contacts. All electronic devices have components which emit unintentional emanations. The characteristics of the compromising signal are considerably more complex than those produced by operation of relays, as are the tasks of recovering, recording, and analyzing to obtain from it the classified information. However, the principle of interception and the possibility of compromise remains the same.

What a Compromising Emanation Is Not

For a device to emit a compromising signal, there must be classified information in the device. IF there is no classified information in the device, then it cannot emit a compromising signal. It may emanate at a level that permits unauthorized recovery of the information being processed but, if the information is not classified, it is not a compromising emanation. TEMPEST, then, is concerned only with the unintended data-related signals from devices that process classified information. We sometimes run into the situation where the device processes both classified and unclassified information. In such cases, the device is considered as processing classified information. Also, the situation often exists where two identical devices may be used, one processing unclassified information and the other processing classified material. In such cases, only the device processing classified information is considered from a TEMPEST viewpoint. Of course, if a device can safely process classified information, it can be used to process unclassified information.

How Compromising Emanations Are Generated

Any electrical device, whether an ordinary electric typewriter or a multimillion-dollar data processor, emits signals which can be intercepted. Depending on the type of equipment and its environment, compromising emanations can be radiated through space as radio waves or conducted on telephone lines, water pipes, or any other conductor leaving the area. The type of signal and the environment determine the type of equipment used to intercept, record, and analyze the signal. The types of compromising emanations that might appear at an intercept point are electromagnetic fields radiated directly by elements of plain-text processing equipment or associated conductors; or text-related signals coupled to signals or powerlines through common-circuit elements, such as ground, power supplies, or through inductive and capacitive coupling.

Sources of Compromising Emanation

HIGH-LEVEL DEVICES. Any device that is operating at higher voltage and current levels than necessary to operate associated devices is a potential TEMPEST hazard. For the purpose of this document, TTY equipment operating any any level above the ±6 volts specified in Military Standard 188 is a high-level device.

SOLID-STATE DEVICES. Extremely fast switching action involved in transistor and diode operations produces sharp rising pulses which are desirable from an equipment design and operation viewpoint and are very undesirable from a TEMPEST viewpoint.

GROUNDS. Coupling through grounds can take place directly and also through currents circulating around and between physically separate grounds.

TEST EQUIPMENT. These units must often display functions in both red and black circuits. Since they sometimes serve to connect the two areas, these instruments can be coupling devices.

TELEPHONES. These instruments can be particularly dangerous as transmitters of compromising signals because their presence is often accepted as something apart from the information-processing operation. However, the two sensitive elements in each handset and the ringing element can easily be activated by signals unintentionally emitted from nearby equipment that processes classified information. It should be understood at this point that TEMPEST is concerned only with the escape of emanations from equipment processing classified information. Other special security measures applicable to administrative telephones to prevent inadvertent transmission of classified conversations are not within the normal scope of responsibility to TEMPEST personnel.

TEMPEST COUNTERMEASURES. There are several countermeasures that can be applied to minimize TEMPEST problems. The first, of course, is to design equipment that does not emanate. This problem is being addressed. However, if the Air Force would start today buying only TEMPEST-free equipment, it would probably be many years before all of the offending equipment could be replaced. Consequently, we still need to minimize the problem for equipment that we already have. There are several countermeasures we can apply. In practice, these may be applied selectively or in combination, whichever the situation demands.

LINE SEPARATION. A current can be induced in a wire that is near the wire carrying the original current. The amount of the induced current depends on several variables such as distance, mutual angles, and amount of the original current. The easiest variables to control are the distance and the mutual angles. Because the electromagnetic field surrounding a conductor reduces with distance, there is less induced current in parallel wires that are widely separated than in two parallel wires close together. Also, wires that are at right angles to each other have a minimum of mutual

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induction between them. For these reasons, there are specifications concerning the crossing angle and minimum separation between lines carrying classified information and lines carrying unclassified information.

SHIELDS. The electromagnetic field produced by a current passing through a wire significantly decreases in free space but, in many cases, not enough to reduce the radiated signal to a safe level. Consequently, shields--both nonferrous and ferrous--are required to provide high attenuation to the radiated field. Ferrous material is used primarily as a magnetic-field shield and is most effective at the lower frequencies. Nonferrous material is used as an electric-field shield and is more effective at the higher frequencies. The nonferrous shield is usually an integral part of the cable, with the braids serving as the shield.

FILTERING. Suppressing emanations at or near their sources goes a long way toward reducing compromising signals. Without this suppression it is possible for some signals to reach conductors which could carry them to unprotected areas. Since a filter functions to freely transmit signals of certain frequencies while attenuating all others, filtering of these lines is the answer.

LOW-LEVEL SIGNALING. Some equipment, designed long before there was a consideration for compromising emanations, used components that required high voltage and current levels for operation. By comparison, most modern equipment uses very minimal currents and voltages to operate. The energy released in such things as relay contact arcs in the old high-level equipment was considerable and traveled a considerable distance. Converting the old equipment to low-level voltage and current contribute more to the TEMPEST security of an installation than any other action.

REVIEW QUESTIONS

1. What is TEMPEST?
2. What are compromising emanations?
3. What are the objectives of the TEMPEST program?
4. How are compromising emanations generated?
5. What are some effective TEMPEST countermeasures that can be applied?

COMMUNICATIONS SECURITY SURVEILLANCE

Surveillance

COMSEC surveillance is simply the process of carefully examining communications to see if adequate COMSEC measures are being used. The purposes for our COMSEC surveillance program are to find COMSEC weaknesses (where they exist), to provide information which will make it possible for us to look ahead and say how effective suggested COMSEC measures will be, and to see if COMSEC measures are effective once they are tried.

Surveillance Process

The basic idea which supports the surveillance concept is that information which may compromise military activity can be gotten from any nonsecure telecommunications system. The surveillance technique identifies procedural, physical, and other aspects of telecommunications systems which make such compromise possible and recommends corrective actions to help prevent such disclosures.

PROBLEM DEFINITION. There are several ways by which COMSEC problems in an Air Force organization may become known: staff and liaison activity, COMSEC surveillance efforts, inspections, operational exercises, COMSEC tactical support or requirements, or intelligence reports. To arrive at the best solution, it is necessary to know and understand the nature of the problem. The problem may be one which is familiar to the COMSEC unit studying it and may require only a small amount of changing such as changing operating procedures or making minor adjustments to the equipment that is being used. On the other hand, the effects of the problem may be evident, but the cause unknown or of a complex nature. In these cases, the problem may require further study. This study may take any one or a combination of the following forms: it may be in the form of a survey or the monitoring of the organization involved; it may require research of available material and correlating it with intelligence information; or it may require a technical investigation.

INVESTIGATIVE STEP. This step includes all actions which must be taken in order to determine why a COMSEC problem exists and those which must be taken to solve it. In a more extreme case, it may be necessary to use the services of a USAF Security Service (USAFSS) COMSEC survey team. Some of the actions a survey team would normally take in coordination with the MAJCOM are as follows:

1. Examine all aspects of the particular command's telecommunications environment to find all possible sources of information leaks.

2. Study, monitor (when appropriate), and analyze unsecured communications, particularly voice communications, to identify and document all possible sources of tip-off information.

3. Conduct TEMPEST surveys to make sure that equipment is installed in accordance with directives.

4. Review operational plans and procedures to make sure that they include good COMSEC measures.

5. Identify other sources of information which may directly or indirectly cause COMSEC problems: MAJCOM publications, plans, statistical reporting requirements, etc.

6. Evaluate all the information that was gathered in the above steps.

CORRECTIVE SOLUTIONS. The recommended actions should be presented to the affected Air Force organization. The MAJCOM, in coordination with the USAFSS survey team, will take those steps that are needed to solve the problem. The survey team documents all actions which are taken, and it also makes recommendations that will be of help in solving those problems which are caused by our communicating with units that are under other MAJCOMs. The team will help determine requirements for crypto-equipment, codes, and authenticators, and it will also help prepare the justification for these systems.

Surveillance Services

Surveillance services are concerned with identifying, preventing, or correcting COMSEC weaknesses. These services can be reduced to the subordinate functions of monitoring, correlating, investigating, analyzing, and recommending advisory services, as well as providing technical support.

COMSEC ASSISTANCE AND ADVICE. USAFSS COMSEC field activities may provide COMSEC advisory services to any MAJCOM, SOA, or subordinate organization. COMSEC problems may surface at Air Force organizations during staff activity, liaison actions, COMSEC or OPSEC surveys or monitors, inspections, operational exercises, and through intelligence reports or ordinary correspondence. If assistance is desired, the affected organization may request COMSEC advisory services from USAFSS.

SURVEYS. Surveys are performed when the nature or extent of a suspected COMSEC or COMSEC-related weakness is uncertain or when it is apparent that additional inquiries must be made and additional data must be collected to more fully understand the problem. The COMSEC survey team:

1. Examines the nature and extent of existing or potential COMSEC weaknesses to include coordination with various staff elements of the command.

2. Makes on-the-spot recommendations as appropriate.

3. Arranges for tasking additional USAFSS resources to study the problem if needed.

4. Records the deficiencies and makes recommendations for correction. The survey team may prepare detailed checklists to facilitate the examination of recognized or potential weaknesses. A report of the survey findings is prepared when the mission is completed. The report describes the noted COMSEC weaknesses, actions taken to isolate or identify the problems, corrective measures attempted or implemented and their results, plus any additional recommended actions. The report is forwarded to the organization surveyed and the AF COMSEC CEN.

MONITORING. COMSEC monitoring is defined as the act of listening to, copying, or recording transmissions of friendly forces (including one's own forces) to determine the degree of security required and being provided to those transmissions. In particular, circuit monitoring often provides a basis for advising commanders on the security losses which might result from their transmissions and improving the security of communications. COMSEC monitoring is conducted from both fixed and transportable facilities in support of surveys, special projects, exercises, and tactical operations. Fixed site monitoring is primarily used in evaluating the security of unprotected voice communications in the high-frequency (HF) ranges. Transportable monitoring facilities provide for rapid deployment in support of various Air Force operations requiring local very-high frequency (VHF)/ultra-high frequency (UHF) or landline telephone monitoring. Although the primary mission of fixed and transportable facilities differs, monitoring can be conducted in any frequency range by either facility. Monitoring may be conducted on all types of communications or nets including:

1. Radiotelephone.

2. Radioteletypewriter.

3. Telephone and both landline and radio-relay links.

4. Others, such as digital-data links used for communications purposes.

COMSEC SUPPORT TO OPSEC SURVEYS. COMSEC, the part of operations security (OPSEC) which makes OPSEC complete, should at all times be ready to lend its surveillance services to those needs of OPSEC which have been identified. COMSEC resources make up the most effective and reliable means of uncovering the ways by which our enemies gather intelligence. In this sense, COMSEC operations components may be directed to provide resources and assistance in the conduct of an OPSEC survey or in the formulation of the

OPSEC data base. There are times when COMSEC monitoring and analysis is the only means for determining the probable sources from which the enemy gets prior knowledge of our operational activities. COMSEC participation in OPSEC activities should not be confused with COMSEC activities conducted as part of the COMSEC survey program. Although the COMSEC survey may be a vital and integral part of OPSEC, a COMSEC survey is concerned only with communications, whereas the OPSEC survey is concerned with all elements of operations. AF COMSEC CEN has certain other responsibilities in coordinating COMSEC support of USAF OPSEC actions. AF COMSEC CEN:

1. Designates USAFSS COMSEC representatives to MAJCOM/SOA's OPSEC boards.

2. Provides USAFSS COMSEC specialists and equipment to augment OPSEC survey teams.

3. Recommends changes to existing policies, doctrine, and procedures that would further national, Air Force, or joint-OPSEC objectives.

MANUAL CRYPTOSYSTEM ADVISORY SERVICE. Codes should be considered insecure when they are misused or when applied to operations for which they were not intended or designed. Periodic evaluation of codes is necessary to insure that their designs are adequate and that they are being used properly. COMSEC surveillance units are sometimes tasked to study and evaluate code systems and their use and to assist operational components in developing requirements for new codes and authentications systems. Within each theater, COMSEC surveillance organizations provide limited code assistance, such as assisting the requiring unit in identifying the need for a code and help to document that need for further action by the Air Force COMSEC CEN with the National Security Agency (NSA).

REVIEW QUESTIONS

1. Define COMSEC surveillance.
2. What is the basic premise of the surveillance concept?
3. What are the three components of the surveillance process?
4. List and explain five surveillance services.

THREAT

Foreign Communications Intelligence Threat

Communications intelligence (COMINT) is defined as information derived from the study of intercepted communications. Many countries are known to have been involved in COMINT gathering activities since World War I. In today's military environment, combat and combat-support forces, particularly US forces, place increasing reliance on radio as a primary means of communications. Massive amounts of electrical communications are required to operate on a day-to-day basis, and much greater volume is necessary to conduct actual air operations. Concurrent with the growth in radio communications is the growth of COMINT operations.

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The Value of COMINT

COMINT is a matter of great interest to all of the major nations, and large sums are spent each year on COMINT activities. COMINT is valuable to any hostile nation because it:

1. Is very reliable, being derived from the conversations of people who are actually involved with military operations.

2. Is very timely. The hostile nation can receive intelligence information as fast as it is communicated.

3. Can be collected in relative safety and secrecy.

Hostile nations possess airborne, seaborne, and land-based collection capabilities to intercept and exploit vulnerable communications. They are able to obtain huge volumes of research and development data, planning data of all types, logistical data, and vital details concerning order of battle and capabilities.

COMINT "Threat"

This is the hostile power's ability and willingness to engage in COMINT operations against US or friendly communications. All other factors being equal, the communications carrying the most valuable information face the most serious threat. Over the years we have developed a set of four factors which can be used to determine the threat against a given US military radio net or circuit. They are the:

1. Interceptability of the communications signal.

2. Value assigned by another government to the information being communicated.

3. Uniqueness and/or the timeliness of the information.

4. Volume of information available.

The combined value of these factors determines whether a specific insecure radio network or circuit is likely to be exploited and, if so, the extent, intensity, and consistency of exploitation.

Vulnerability

Every electrical or electromagnetic communicatins system is, by its very nature, vulnerable to intercept. Hostile nations have the capability to intercept and exploit these communications, and security measures to minimize the success of hostile communications intelligence efforts are always a must.

REVIEW QUESTIONS

1. What is mean by COMINT?

2. Why is COMINT of great value to any hostile nation?

3. What is meant by COMINT threat?

4. What are the four factors which can be used to determine the threat against a given US military radio net or circuit?

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HANDOUT
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Technical Training

Law Enforcement Specialist

OPERATIONS SECURITY
(OPSEC)
AFR 55-30

10 April 1976

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
USAF Security Police Academy
Lackland Air Force Base, Texas

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HO 3ABR81230
10 April 1976

OPERATIONS SECURITY (OPSEC)
AFR 55-30

INTRODUCTION

Limited emphasis has been given to the need for a broader, more nearly all-encompassing security program, one that could prevent certain information about Air Force operations from getting into the wrong hands. Such information could then become valuable to potential or actual enemies by providing prior knowledge of our operations. Protection is provided under the Air Force Operations Security (OPSEC) Program prescribed by Air Force Regulation 55-30, *Operations Security*. OPSEC is an overall security program relating to mission accomplishment. It is concerned with the information, actions, and activities that are "sensitive" in the sense that they telegraph our punch to the enemy — they can give him forewarning. A simplified statement of purpose for OPSEC is, "to keep the advantage on our side."

OPSEC History

The success or failure of most major combat operations is contingent upon the element of surprise. Before an operation can be kicked off, personnel must be assembled, equipment and transportation massed, and numerous other activities completed. Usually, definite patterns of behavior or action are followed, and these patterns can become warnings to enemy intelligence collectors. Attempts to gain information about planned operations is not an innovation, but an age-old practice. The activities of opposing forces are constantly monitored to obtain indications of planned operations, because such forewarnings may provide time to institute countermeasures that reduce or negate the advantage of surprise. The need for overall security is not limited to major combat operations. Foreknowledge of any combat operation could enable an enemy to disperse, go into hiding, or change his tactics. Air Force experience has shown that an enemy can obtain information about planned actions in time to apply countermeasures — taking away the operational element of surprise. Studies have shown how certain knowledge about operations may be made available to an enemy without violating any security rules. Also, facts about specific activities can be revealed in unclassified communications. The elimination of these leaks, and other types of information leaks, helps to protect the surprise element in combat operations.

The first Air Force OPSEC program dealt with the problems of combat operations in Southeast Asia. Its purpose was to prevent the enemy from gaining prior knowledge of our operations by taking actions to deny him specific information which he could use to decrease our operational effectiveness. It was applied to any military activity contributing to our combat commitment in order to protect information pertaining to such

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activities. Security procedures helped identify and eliminate those areas of patterned activity which served to show the enemy something was going to happen.

The present OPSEC program was established in 1970. In application, it was expanded to include all personnel and agencies connected with, or having knowledge of any operation, event, project, or program that required the protection of information about its activity. OPSEC is now applicable to those military activities contributing to our national security effort in peacetime as well as wartime.

What Is OPSEC?

The OPSEC program is conducted on a full-time basis, as are other programs for physical and communications security. OPSEC is similar to those programs in key elements such as individual responsibility and in the need to know. The OPSEC program has four major objectives:

(1) Identify those portions of an operation that require protection;

(2) Develop OPSEC procedures and techniques;

(3) Systematically assess OPSEC status at all operational levels;

and

(4) Document deficiencies and institute corrective action.

Common OPSEC Vulnerabilities

To assist in eliminating potential OPSEC weaknesses, they have been broken down into three broad categories:

(1) Operations,

(2) Procedures,

and

(3) Communications.

OPSEC Significance of Unclassified Data and Procedures

We must protect knowledge of our plans, resources, and limitations. The proper protection of classified information and material is part of this knowledge, and so is the protection of seemingly trivial or insignificant *unclassified information* and *actions* which are related to this element. In other words, we must protect information or actions that are "sensitive." The success of OPSEC is dependent upon each individual's recognition of what information and actions need protection, and then providing that protection.

Relationship of OPSEC to Other Security Programs

OPSEC, COMSEC, information security, and physical security are interrelated and mutually supporting programs. OPSEC has a broader application in that it seeks to protect necessarily *unclassified* and otherwise highly visible aspects of an operation as well as the classified aspects. The effort to keep an operation classified or concealed is the basis of many Air Force directives and plans. Often not covered in these directives and plans, and therefore vulnerable to enemy intelligence gathering efforts, are: training curricula developed in support of operations; the preparation of program management directives; and the coordination of logistic movements. This information, normally unclassified, can and does reveal valuable information to hostile agencies if not properly protected. OPSEC's purpose is to fill the void left by existing plans and directives and to prevent the disclosure of information containing intelligence indicators that can be used to degrade the Air Force's operational effectiveness.

OPSEC THREAT

The USAF Security Police essentially have a threefold functional mission: Administration and Reports, Aerospace Systems Security, and Law Enforcement Resource Protection.

The Administration and Reports function is responsible for monitoring and enforcing protective standards on classified material and weapons, security clearance applications, access/entry authorization credentials, and the issuing of identification credentials to Air Force and civilian personnel.

The Aerospace Systems Security function is responsible for the physical protection of all nuclear weapons in the USAF inventory, alert aircraft and missiles, air refueling and special mission aircraft, command and control elements and radar/early warning units.

Law Enforcement is responsible for resource protection of those items not assigned to Aerospace Systems Security. These include all controlled areas and base facilities such as hospitals, POL areas, power plants, conventional weapons and munitions, and the enforcement of the maintenance of discipline within the base. Additionally, the control of entry and circulation of personnel is a Law Enforcement function.

Emergency Security Operations (ESO) and Air Base Ground Defense is the cumulative responsibility of all Security Police personnel. Essentially, the physical protection of *all USAF resources* and *personnel* rests with the Security Police.

The Threat

Operation manuals, plans and directives pertaining to Security Police operations are often marked FOR OFFICIAL USE ONLY. This is *not* a security classification, but an indication to you that the information is not for general release but only for those who have a need to know and who are authorized access to the information. Because of the constant threat of clandestine overt or covert operations against the U.S. Air Force, the configuration of a Security Police squadron is an intelligence indicator, a key intelligence indicator of the status of the air base and of the resources contained thereon. The less that is public knowledge about Security Police operations, the greater the likelihood of mission success and the minimizing of personal danger that faces every Security Police man and woman. OPSEC, as applied to Security Police operations and functional responsibilities, is each and every Security Police man and woman exercising extreme care when discussing police operational procedures, response plans, or other information which they have come in contact with and reporting to their immediate supervisor any information or indication that they may have that police operational procedures or plans have been disclosed to unauthorized personnel.

OPSEC ACTIVITIES

The intent of OPSEC procedures is to obtain an "outside view of an operation," as it is often the day-to-day operation of locally developed routines that results in OPSEC weaknesses. To accomplish this, OPSEC Boards (at major commands) and OPSEC Representatives (at units below major commands) perform the following functions:

Review of operations to identify sensitive activity susceptible to exploitation.

Determination of operations to be surveyed.

Conduct required surveys.

Review of completed surveys to determine the need for further action.

Ensure that OPSEC requirements are considered, and necessary training is conducted at operational levels when appropriate.

OPSEC Survey

An Operations Security Survey is basically an operations analysis. It is designed to analyze specific operations, to identify possible sources of security weaknesses, and to assist the operational commander in adjusting procedures to improve OPSEC without degrading mission effectiveness. A survey can show where an individual at the working level has introduced changes to the approved methods of operation without being aware

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of the resulting intelligence impact. The survey brings outside expertise to the various phases of the operation and, further, permits like operations to be analyzed. This can reveal both strong and weak areas where emphasis or changes could result in an improved posture. Survey teams are primarily concerned with gathering information. In a sense, they must use the same investigative techniques and analytical techniques as detectives. They are not inspectors nor do they try to identify specific individuals contributing to deficiencies. There must be a free flow of information — clues must be followed up to identify sources of possible enemy forewarning. Finally, analysis of facts and logical deductions must support the findings which become specified OPSEC weaknesses.

Specified weaknesses, whether from primary operation or from supporting and associated operations, provide a basis for operational commanders to take corrective action. However, it must be realized that not all sources of forewarning can be corrected or eliminated without degrading mission effectiveness. The OPSEC report will identify the known or possible sources of enemy forewarning. It will also include certain recommendations, the use of deception, for example, although the operational commander is usually in a better position to determine corrective actions.

OPSEC Considerations in Planning and the Review of Plans and Procedures

OPSEC consideration in planning is a *must*. Each commander must insure that OPSEC is considered in the development of all plans, operations orders, and directives. An OPSEC annex will be included in each plan where determined appropriate. Each plan or directive will have OPSEC considerations tailored for the specific operation. When plans are reviewed or updated, again OPSEC must be taken into consideration. Here the results of OPSEC surveys and reports are most helpful.

HOW OTHER SECURITY PROGRAMS RELATE TO OPSEC

Four major Air Force programs directly relate and interrelate with OPSEC. These are "Communication Security (COMSEC)," covered in Air Force Pamphlet 50-47, volumes I and II; "Public Information Policies," covered in Air Force Regulation 190-10; "Restricted (and Controlled) Area Controls," covered in Air Force Regulations 125-37 and 207-1, and Air Force Manual 207-1; and, "Document Control and Handling," covered in DOD 5200.1 Regulation, supplemented with Air Force Regulation 205-1. Each, in its own way, contributes to the success of OPSEC.

Communications Security Program

Communications Security (COMSEC) Program is the protection resulting from all measures taken to deny to unauthorized persons information of intelligence value which might be derived from the possession and study of Air Force telecommunications.

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SECURE COMMUNICATIONS. Transition Security (TRANSEC) is the element of COMSEC that applies to everyone in the Air Force. TRANSEC includes:

(1) The use of letters and/or messages for communications concerning classified activities;

(2) The use of cryptographically secure telephones;

(3) The use of authorized manual scramblers for telephone contact;

(4) *NEVER* attempting to talk around classified material.

COMMUNICATIONS DISCIPLINE. Communications discipline is another element in COMSEC applicable to *all* Air Force personnel who come in contact with classified information. It covers the employment of Encrypt For Transmission Only (EFTO) procedures, and proper use of secure communications and reporting procedures.

Public Information Policies

This concerns the release of information to the public for public consumption. The *only* agency empowered to release information to the public for consumption is the Information Service Office under the order of the Senior Air Force Commander. Persons seeking information always will be referred to the Information Office. Should you, for any reason, believe that a person was attempting to solicit classified information, report the contact immediately to your immediate supervisor or the Office of Special Investigations.

Restricted (Controlled) Area Controls

Under existing Air Force and Department of Defense regulations, certain air, land or water areas are designated Restricted Areas or Controlled Areas. Stringent security measures are employed by security forces to insure that only properly cleared and authorized personnel are allowed to enter and that positive and aggressive measures are taken to deny entry to unauthorized personnel. Unauthorized personnel and those personnel who attempt to enter by other than established means will be apprehended and fully investigated. A more detailed explanation of entry procedures is found in "Law Enforcement Operations."

Document Control and Handling

The DOD/AF Information Security Program applies to all personnel in the Air Force and deals with the security of information and material that is of a classified nature. The regulations prescribe classifications of material, declassification steps, destruction procedures, classification procedures, and training orientation programs for all members who routinely handle classified information. In addition, it prescribes procedures to be followed in the transmission of material and actions to be taken should the material become compromised.

OPSEC is everybody's business. Its success or failure is contingent on each member of the Air Force properly doing his or her job and the prompt reporting and critiquing of deficiencies within the Operations Security Program.

STUDY GUIDE AND WORKBOOK

L3ABR81132

Technical Training

POLICE INVESTIGATIONS

1 June 1977

HEADQUARTERS 3250TH TECHNICAL TRAINING WING (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas

Designed For ATC Course Use
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INSTRUCTIONS

This Study Guide and Workbook presents information in small teaching segments. You will be required to read each segment and complete the exercises as directed. These steps must be performed in a given order, one at a time. The exercises in this book and in the Supplemental Workbook are designed to help you achieve the objectives at the end of each major portion of instruction. The Study Guide and Workbook is supplemented by group discussion hours and by individual performance, as required, to meet the course objectives.

This text is distributed on the basis of one for each instructor and student. It is *organizational* rather than *personal* property and is authorized to remain in the personal possession of individuals to whom issued only as long as it is required for instructional and training purposes.

USAF Security Police Academy
Lackland Air Force Base, Texas

SW L3ABR81132
1 June 1977

POLICE INVESTIGATIONS

INTRODUCTION

All security policemen performing law enforcement duties should be able to conduct an investigation. A police investigation determines the facts pertinent to a given issue in question. Policemen report and document those facts as indicated by the evidence gathered during the investigation. This lesson, then, is designed to present you with a working knowledge of basic police investigative methods and techniques, advisement of individual rights, conducting interviews, documenting the facts for record, prohibited practices, the investigative report, and testifying in court.

THE INVESTIGATION PROCESS

OBJECTIVE

Given situations concerning investigative procedures, determine those which reflect correct investigative techniques.

INFORMATION

LEGAL TERMS

MILITARY JURISDICTION. It is the authority, capacity, power or right to act as applied to the military. The sources of jurisdiction are the U.S. Constitution, Federal Statutes, and International Law. The security policeman uses authority to perform the functions of protection, law enforcement, and corrections.

Each security policeman should be familiar with the *Manual for Courts-Martial* (MCM) and know its value as a guide to effective police operations. A copy of the MCM is normally available at the office of the Desk Sergeant, Base Library, and the office of the Staff Judge Advocate.

OFFENSE. An offense is a crime committed in violation of a law or regulation forbidding or commanding it. It is those items previously discussed in *Authority and Jurisdiction* as being punishable under the UCMJ as the punitive articles.

INCIDENT. An incident is defined as any occurrence falling short of the elements (person, place, and the offense) required to prove that an offense has taken place. The occurrence may or may not be an offense. For example a broken window may be a deliberate act of vandalism or it may be an accident.

SERIOUS OFFENSE. Serious offenses are defined as those offenses punishable by the UCMJ by confinement for more than 1 year.

MINOR OFFENSE. Minor offenses are defined as those offenses punishable by the UCMJ by confinement of 1 year or less.

INVESTIGATION. The purpose of an investigation is to determine, through the collecting of evidence, whether an offense was committed and, if so, the identity of the offender and all facts pertinent to the issue.

PRELIMINARY INVESTIGATION. The initial securing of the crime scene and recording of the facts by the on-scene patrolman.

EVIDENCE. Anything which may be admitted in court to prove or disprove facts in question.

ENTRAPMENT. The active persuasion on the part of law enforcement officials who, through direct influence, induce, force, or persuade an individual to commit an offense not originally intended by the individual, for the purpose of apprehending him in the commission of the offense.

PROCEDURES

Police Note Taking

As a security policeman it is essential that accurate and complete notes be taken since they will serve as the basis for your report and may be used when testifying in court. Notes will be used by the policeman in recalling places, events, incidents, and offenses. Notes made during an investigation are the property of the Department of the Air Force and are attached to the reports case file upon completion.

Basic principles of note taking are as follows:

1. Notes should be printed or made in legible handwriting, preferably in ink on a looseleaf notebook page. The ink should not smudge easily.

2. Each page of notes should be identified with the policeman's name, rank, case number (when known) and the date.

3. When taking notes short phrases should be used so as not to interfere with investigation.

4. The first notes received must show the date and time of complaint received, name of person reporting the information, names of all persons involved (i.e., victim, witness, suspect, etc.). Notes should further reflect the exact location of incident or crime, a brief account of the details received. NOTE: A complete identification of each person should be recorded when they are first mentioned in the notes (i.e., name, rank, social security, unit, date of birth, and duty phone).

5. Notes should also include a detailed description of any item considered to be pertinent to the incident or crime. Examples:

a. Unusual marks of identification

b. Exact location where item was found

c. Trade name, serial numbers, and model

d. Recording of all identifying marks placed on the item.

6. Notes should not be edited or erased. If a mistake is made, the entry should be lined out and initialed and then rewritten.

NOTE: The investigating patrolman is not limited to the above-mentioned steps; however, at a minimum they should be followed.

Disposition of Offenses Requiring Investigation

When matters require investigation, the installation commander has three options. He may request . . .

1. Unit Commanders to conduct their own inquiries into all administrative irregularities and derelictions, and matters adversely affecting the efficiency, morale, or welfare of their commands as authorized by AFR 120-3, *Administrative Inquiries and Investigations.*

2. Security Police to investigate those incidents and offenses which:

a. Require a more detailed or specialized investigation than can be made by the unit commander.

b. Do not come within the category of serious offenses which require the Office of Special Investigations (OSI) to handle.

3. Office of Special Investigations to investigate offenses occurring within, or affecting the Air Force (as set forth in AFR 23-18, *Air Force Office of Special Investigations*, Organization and Mission-Field; and AFR 124-8, *Violation of Public Trust in Contract, Procurement, and Other Matters*) which are beyond the capabilities of the Security Police.

Seriousness of Offenses

In the definitions we observed that the seriousness of an offense is often based on the length of confinement for that offense. The *Manual for Courts-Martial* contains the Table of Maximum Punishments which is prescribed by the President as Commander in Chief of the Armed Forces. This table identifies the article of violation, the specific offense violated, and the maximum punishment an offender can receive for the offense.

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This table can be used as a reference by security police in determining the seriousness and investigative responsibilities of an offense. A page from the Table of Maximum Punishments has been copied and is provided for your familiarization (see figure 1).

Administrative Investigation

Unit Commanders will normally investigate incidents involving assigned personnel when the incident is of minor nature and does not require extensive investigative capabilities (i.e., returned AWOLS, Failure to Repair, Disorderly Conduct, etc.).

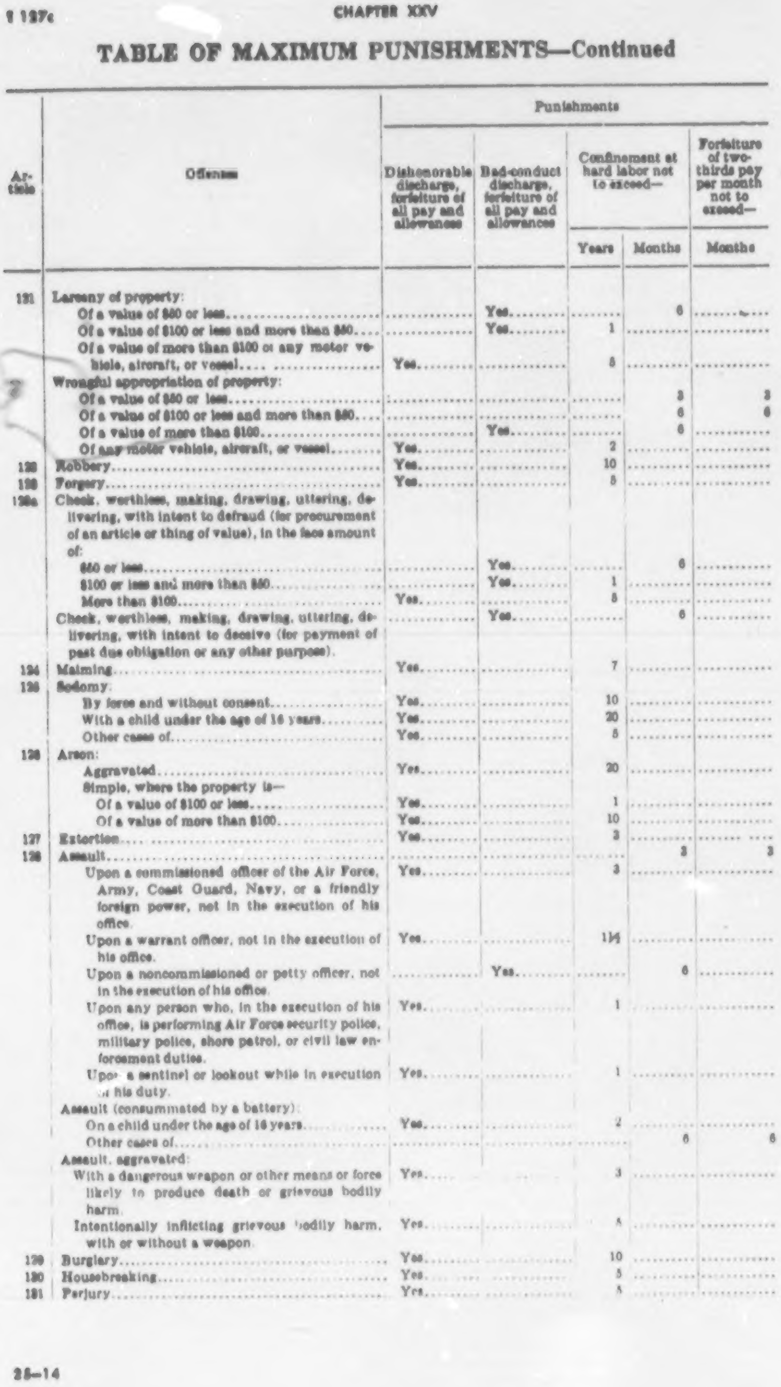
When not clearly defined, offenses investigated by the security police are determined by agreement between the local OSI Detachment Commander; Chief, Security Police; and the Installation Commander. Such agreements may be made to authorize security police to investigate robberies, housebreakings and larcenies that fall within a given monetary value range. Additionally, under some circumstances the security police assist in investigation of certain crimes when local jurisdictional boundaries of authority prohibit a single agency from conducting a complete investigation. Also, security police may conduct off-base investigations of minor offenses involving military personnel and may assist or cooperate with civil police in an investigation of a minor off-base incident involving military personnel.

Conducting Preliminary Investigation

Offenses investigated by OSI include serious violation of both civil law and the UCMJ, and consist of such offenses as arson, homicide, rape, sodomy and other sex offenses, forgery, robbery, housebreaking, drug abuse, and other violations of federal statutes (i.e., treason, sedition, subversion, espionage, sabotage, and security violations). The OSI is responsible for the direct referral of any offense which comes under the investigative jurisdiction of agencies outside of the United States. Such offenses are usually directed to the FBI (U.S. Treasury Department), or local law enforcement agencies.

Since security police are usually the first on the scene and are required to report all matters pertaining to their actions, they are responsible for determining the nature and seriousness of an incident or offense. At times complaints are made for offenses that seem to be minor, but upon investigation they prove more serious. If the seriousness of the offense indicates that the investigation is beyond the capability and scope of the security police, the matter is referred to OSI. Once OSI assumes investigative responsibility the security policeman is limited to conducting a preliminary investigation, and assisting OSI when requested.

Security Police activities in performing a preliminary investigation are limited to the following procedures: (1) Rendering first aid to injured persons; (2) Securing the scene and protection of evidence; (3) Identifying personnel involved in the offense; (4) The noting of matters or conditions which may change before the arrival of OSI (i.e., weather, visibility, odors, the position and condition of injured persons who may have been moved, etc.); (5) Preventing the escape of the offender; (6) Reporting all matters and observations to the OSI investigator upon his arrival; and (7) The final action of the security policeman is to fully document a written report of the incident or offense. It should be noted that the scene will determine the sequence in which you should apply the above steps.



¶ 137c CHAPTER XXV

TABLE OF MAXIMUM PUNISHMENTS—Continued

Article	Offenses	Punishments				
		Dishonorable discharge, forfeiture of all pay and allowances	Bad-conduct discharge, forfeiture of all pay and allowances	Confinement at hard labor not to exceed—		Forfeiture of two-thirds pay per month not to exceed—
				Years	Months	Months
121	Larceny of property:					
	Of a value of $50 or less		Yes		6	
	Of a value of $100 or less and more than $50		Yes	1		
	Of a value of more than $100 or any motor vehicle, aircraft, or vessel	Yes		5		
	Wrongful appropriation of property:					
	Of a value of $50 or less				3	3
	Of a value of $100 or less and more than $50				6	6
	Of a value of more than $100		Yes		6	
	Of any motor vehicle, aircraft, or vessel	Yes		2		
122	Robbery	Yes		10		
123	Forgery	Yes		5		
123a	Check, worthless, making, drawing, uttering, delivering, with intent to defraud (for procurement of an article or thing of value), in the face amount of:					
	$50 or less		Yes		6	
	$100 or less and more than $50		Yes	1		
	More than $100	Yes		5		
	Check, worthless, making, drawing, uttering, delivering, with intent to deceive (for payment of past due obligation or any other purpose).		Yes		6	
124	Maiming	Yes		7		
125	Sodomy:					
	By force and without consent	Yes		10		
	With a child under the age of 16 years	Yes		20		
	Other cases of	Yes		5		
126	Arson:					
	Aggravated	Yes		20		
	Simple, where the property is—					
	Of a value of $100 or less	Yes		1		
	Of a value of more than $100	Yes		10		
127	Extortion	Yes		3		
128	Assault				3	3
	Upon a commissioned officer of the Air Force, Army, Coast Guard, Navy, or a friendly foreign power, not in the execution of his office.	Yes		3		
	Upon a warrant officer, not in the execution of his office.	Yes		1½		
	Upon a noncommissioned or petty officer, not in the execution of his office.		Yes		6	
	Upon any person who, in the execution of his office, is performing Air Force security police, military police, shore patrol, or civil law enforcement duties.	Yes		1		
	Upon a sentinel or lookout while in execution of his duty.	Yes		1		
	Assault (consummated by a battery):					
	On a child under the age of 16 years	Yes		2		
	Other cases of				6	6
	Assault, aggravated:					
	With a dangerous weapon or other means or force likely to produce death or grievous bodily harm.	Yes		3		
	Intentionally inflicting grievous bodily harm, with or without a weapon.	Yes		5		
129	Burglary	Yes		10		
130	Housebreaking	Yes		5		
131	Perjury	Yes		5		

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Figure 1. Table of Maximum Punishments, Sample Page.

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Procedures at the Scene

Upon arrival at the scene record the date, arrival time, and weather conditions. If an injured person is at the scene, arrange for medical attention by either directly communicating with hospital personnel via telephone, or by making radio contact with the desk sergeant and requesting him to contact them. The scene is disturbed only to the extent necessary to have medical aid rendered to the injured or to have a doctor examine deceased victim(s). Such disturbances to the scene should be recorded in your notes. Prior to victims being removed from the scene, insure that complete identifications are made for later use by investigators. The body of a deceased should not be removed or covered until thoroughly processed for valuable evidence. Premature covering of the body may result in destruction of valuable traces of evidence. If the offender is at the scene, apprehend him. It should be kept in mind by the security policeman that all apprehensions must be based on probable cause. If the scene is not fully protected, insure its protection by using other security policemen or other responsible persons to keep curious persons away, and to keep witnesses, suspects and victim(s) who are present from disturbing the scene. In protecting the scene it may be necessary to reroute traffic, prohibit employees from entering their place of employment, or take other action to prevent any disturbance of the scene until a complete examination can be made.

The investigating security policeman will determine if photographs of the scene are required. Photographs are made at the crime scene to supplement and support notes and sketches, to clarify written reports, to provide a permanent record of perishable or fragile evidence, and provide for identification of personnel. An important rule to remember in crime scene photography is to photograph all evidence before anything is moved or touched. Few police units are capable of taking their own photographs and must rely on the base photo lab. The patrolman can request a photographer through the desk sergeant who will, in turn, notify the on-duty photographer. The security policeman should remember that the photographer is qualified to take pictures and not identify evidence. It is therefore the security policeman's responsibility to insure the appropriate photographs are taken. Refer to Attachment A-1 for checklist on crime scene photographing.

Techniques of Handling Evidence at the Scene

(1) Policemen must be extremely careful when collecting and handling evidence. The policeman must insure that all evidence is carefully identified, marked, and preserved. Failure to do so could result in the evidence being rejected when the case goes to court. When marking evidence, insure that markings include the date and time the evidence was seized and the initials of the policeman securing the evidence. An AF Form 52 (Evidential and Acquired Property) must be completed on all evidence secured. The question will often arise as to whether a certain object is evidence or not. The patrolman can solve this problem by evaluating the object and its relationship to the crime scene. The patrolman's evaluation will be supported by good judgement, common sense, and past experience. If any doubt exists, then the item should be secured and processed as evidence. Later evaluation will determine the worth of such evidence and its ultimate disposition.

(2) The on-scene patrolman must take early action to protect items of possible evidentiary value that may be destroyed by rain, snow, fire, or other causes before collection can be effected. For example, a raincoat or piece of canvas may be used to cover impressions in the earth that are exposed to rain or snow. Wooden or pasteboard boxes may be placed over impressions in the snow.

Items that will melt should be protected from the sun or other heat sources. Cover objects such as food and blood to protect them from contamination. It should be emphasized that when covering evidence the patrolman has to use extreme caution to prevent unintentional destruction. It is a well known fact within police work that often times an investigation into a crime has been extended for a long period of time due to the on scene patrolman's unintentional destruction of important evidence.

(3) The patrolman should determine and record the names of those persons at the scene as soon as possible. Those persons permitted to remain within the immediate areas of the scene should only be the minimum number required to assist in the investigation. Quick removal of spectators will assist in the protection of the crime scene.

(4) The patrolman also has the responsibility to conduct preliminary questioning of witnesses, suspects, and victim(s) to determine, in general, the extent of the incident or crime. The patrolman must also conduct all questioning and interviews of minor offenses. Prior to questioning of suspects they must be advised of their rights under the provisions of Article 31 UCMJ or the 5th Amendment to the U.S. Constitution. This procedure will be discussed during the interview process.

Domestic Disturbances

The domestic disturbance poses an unusual problem for the security policeman. The incident is always the result of a highly emotional or social difficulty which makes the situation potentially explosive. The policeman has both the legal and symbolic power to do some things, however, he must exercise tact and diplomacy while remaining alert to potential hazards to himself and others. Remember, emotions run high and can be redirected or aimed towards you, the security policeman. Your primary objective is to restore order and preserve peace and safety.

The security policeman's role in these situations is that of a mediator. The individuals involved in the domestic disturbance should be separated and given an opportunity to voice their grievance. The security policeman should be impartial and listen attentively with understanding and concern. It is not the responsibility of the policeman to solve the problem, only to temporarily reduce the problem and make referral action. The individual's squadron commander and the base chaplin are normally notified and will take corrective action as deemed necessary. Apprehensions should be avoided unless absolutely necessary. Apprehensions are normally limited to when the security policeman witnesses an offense requiring the action. It is important to remember that in many disturbances children are indirectly involved and the security policeman's actions can have a lasting effect upon them.

Child Abuse

Physical punishment of children by their parents is not unlawful if it is used as a corrective measure for misconduct. Often the reported cases of child abuse will be the ordinary result of parential discipline. The child who has been abused by his parents carries the best evidence of that abuse on his body (i.e., broken bones, abrasions, lacerations, bruises, burns, black eyes, etc.). The security policeman should make it clear that he has no intent to interfere with the parents right to discipline his child, however, he is obligated to investigate immediately any report of child abuse.

If an apparent case of child abuse is discovered the patrolman should make detailed notes of the childs' physical condition and insure that the child receives an immediate medical examination. Incidents of this nature require immediate referral to other investigative agencies such as OSI, medical or civilian agencies. It should be noted that when dealing with child abuse it is essential that information obtained through investigation remains confidential. Failure to do so could have social effects not only on the child but also the parents.

NOTE: Studies made of security police activities revealed that the majority of the policemans time is spent maintaining order, and handling information and service calls. Less than 20 percent of the policeman's time is devoted to actual criminal enforcement. This factor becomes increasingly important when better than 25 percent of the assaults on security policemen occur while they are involved in response to noncriminal activity.

Exercises

The following exercises have been designed to assist you, the student, in understanding and retaining the previously given instructions. When working on the exercise, if you develop problems, write them down on a piece of paper and your instructor will attempt to clarify them.

Exercise 1

a. Place an "X" beside those statements that reflect proper note taking.

_____1. Notes taken during an investigation are the property of the investigator and are attached to the case file upon completion of the report.

_____2. Each page of notes should be identified with the policeman's name, rank, case number (when known) and date.

_____3. When taking notes long phrases should be used so as to obtain all possible information.

_____4. The security policeman must insure that he takes complete and accurate notes since they will serve as the basis for his report.

_____5. Photographs are taken at the scene to supplement notes, therefore, when photos are taken notes aren't.

b. Place an "X" beside those statements that reflect proper options an installation commander may use when referring matters to investigative agencies.

_____1. He may request unit commanders to work with OSI personnel on serious offenses.

_____2. He may request security police to investigate minor offenses.

_____3. He may request the Office of Special Investigations to investigate serious offenses.

____4. He may request security police and OSI to conduct all investigations pertaining to offenses.

____5. He may request unit commanders to conduct inquiries within their own command.

c. Match the definitions on the left with the proper terms on the right by placing the appropriate letter in the blank space provided.

____1. Punishable by confinement of at least 1 year and 1 day.

____2. Crime committed in violation of a regulation.

____3. An accident rather than a deliberate act.

____4. Punishable by confinement for 365 days or less.

____5. Violation of any one of the punitive articles.

a. Offense

b. Incident

c. Serious offense

d. Minor offense

d. Place an "X" beside those statements that are correct with regard to the investigation process.

____1. If security policemen are responding to an incident and the incident proves to be one of a more serious nature, the policeman completes the investigation and notifies OSI of their findings.

____2. Security Policemen are limited to investigating only vehicle accidents, minor offenses and incidents.

____3. A preliminary investigation is limited to just accumulating facts and interviews necessary to complete the forms.

____4. OSI may request aid from the security policeman at the scene.

____5. Offenses investigated by the security police are determined through agreement OSI Detachment Commander and the Chief Security Police.

e. Place an "X" beside those functions the security police perform during a preliminary investigation.

____1. Prevent the escape of the offender.

____2. Administer first aid.

____3. Interview witnesses.

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____ 4. Obtain names and addresses of witnesses.

____ 5. Safeguard the area.

____ 6. Complete all OSI forms to assist them in completing the investigation.

f. Place an "X" beside those offenses which are normally investigated by the Office of Special Investigations.

____1. Sodomy

____2. Drug abuse

____3. Vehicle accidents

____4. Rape

____5. Homicide

____6. Shoplifting

____7. Arson

____8. Treason

____9. Security violations

____10. Domestic disturbances

g. Place an "X" beside those statements that are true concerning Domestic Disturbances and Child Abuse.

____1. The security police must restore order and refer the incident to the individual's commander.

____2. Since domestic disturbances are routine occurrences that present no real hazards security police can disregard all complaints of that nature.

____3. The role of a security policeman at the scene of a domestic disturbance is to restore order and resolve all existing problems.

____4. Reported cases of child abuse do not require any action because all children are disciplined.

____5. Physical punishment of children by their parents is not unlawful if it is used as a corrective measure for misconduct. Therefore security police can disregard all complaints of child abuse.

____6. Although child abuse is a serious matter security police do not accept complaints regarding it because it is a social actions/human relations problem.

Check with your instructor; then proceed to your Supplemental Workbook and complete Exercises 1 and 2.

Observation

Observation, in police work, refers to the degree of details pertaining to persons, objects, places, and events through the use of the five senses. While sight and hearing are relied upon the most, the senses of smell, taste, and touch may be employed advantageously.

Security Police must be able to observe accurately in order to recognize violations of the law and to prevent crime. Keen observation is necessary to perceive investigative leads, to evaluate the validity of statements by witnesses, and make accurate reports. The ability to observe accurately is developed, like many other skills, through practice and experience. It is essential that you be aware of the influences that tend to slow down or otherwise effect observation, and be able to recognize and compensate for those elements and factors that may detract from your or others' ability to observe accurately. For example, an emotional person giving an exaggeraged account of events or your prejudices against certain individuals would distract from your observation.

Events or remarks that are meaningless when seen or overheard by the layman may be of great importance to the trained and experienced security policeman. To assist in remembering his observation, the security policeman makes extensive use of photographs, sketches, notes, and other recording methods.

PERSONS. You must diligently observe individuals either for the purpose of being able to describe them or to identify them from descriptions made by others. Such deliberate observation should proceed as follows:

First: *general characteristics* such as sex, race, color of skin, height, weight, build, and age.

Second: *specific characteristics* such as color of hair and eyes, shape of head, and face, distinguishing marks and scars, mannerisms, habits, and voice pitch.

Third: *changeable characteristics* such as clothing worn, use of cosmetics, hairstyling, etc., at time of observation.

When attempting to identify a person from a description, the pattern of observation may be modified or even reversed, particularly if the individual sought has some very noticeable *personal characteristics;* for example, a man with a limp or a very tall women. After first noting such a characteristic, further observation of general characteristics (such as height, weight, and age) and additional specific characteristics (such as scars, mannerisms, and hair) may then complete the identification of the individual as the person being sought.

Descriptions

Descriptions are made in order to convey to others either your own observations or the observations of witnesses as reported to you. Such descriptions normally will be written or verbal, but they may include signs, gestures, sketches, and other means of imparting information. It is essential that you be proficient in both written description (for report writing) and verbal description (for appearances as a witness in legal proceedings).

PERSONS. Every individual has some distinguishing characteristics or combination of characteristics which sets him apart from others. These distinctive features are the most important part of describing a person. It is important that you be able to describe a person so completely and accurately that others will be able to readily recognize the individual(s) described. As in the case of observation, accurate description is facilitated by following a pattern which normally proceeds from general characteristics to specific characteristics.

General Characteristics. The following commonly accepted and understood words, terms, and methods are recommended for use in describing the general characteristics of a person:

SEX

RACE — Caucasian, Negroid, American Indian, Mongolian, or Malayan.

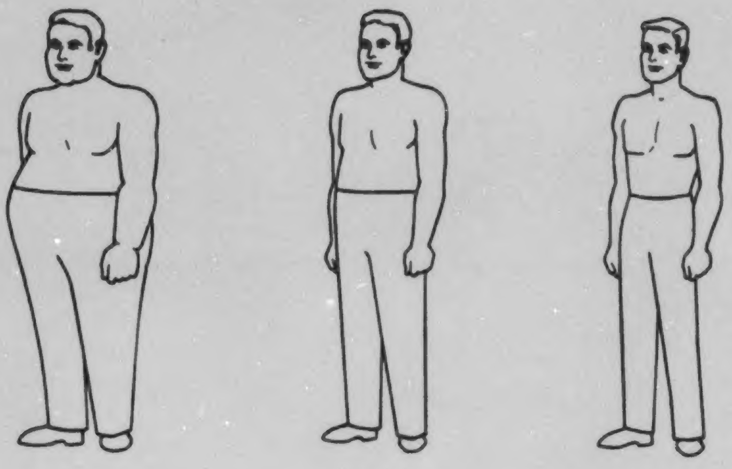
HEIGHT. Exact or estimated. When the height is estimated, this fact should be clearly indicated. A convenient method of estimating height involves simply a comparison with one's own height. For purposes of simplification, estimated height should be stated in 2-inch blocks, e.g., 5 feet, 8 inches to 5 feet, 10 inches; 5 feet, 10 inches to 6 feet; 6 feet 2 inches, etc.

BUILD. See figure 2.

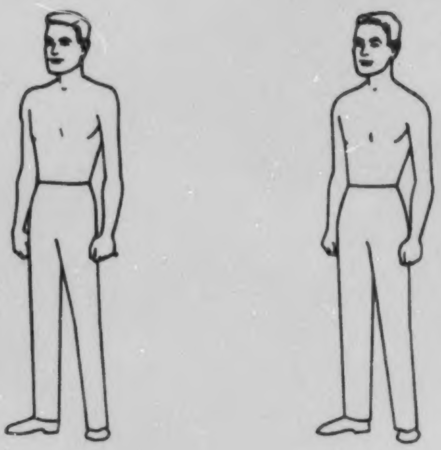
General. Large, medium, or small (Slightly).

Specific. Obese (very stout), stout, stocky, slim (slinder), or round-shouldered.

Posture. Straight (erect), medium, or stooped (figure 3).



OBESE STOUT STOCKY



SLIM ROUND-SHOULDERED

Figure 2. Build (Specific).

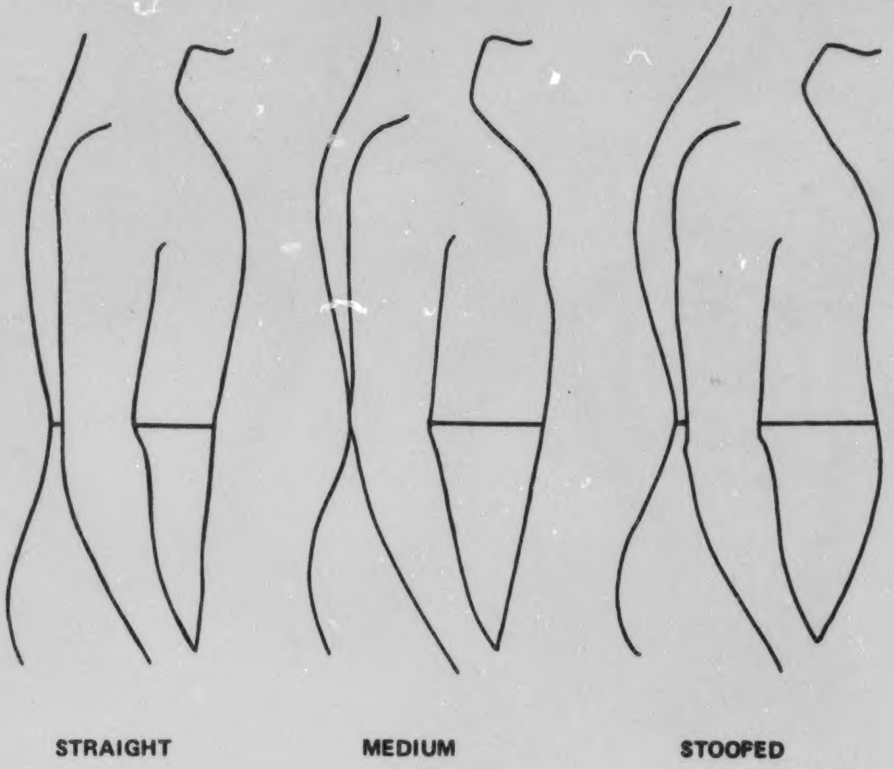


Figure 3. Posture.

Females. In describing the build of a woman, bear in mind that, while the descriptive terms listed in the first three areas are equally applicable between the male and the female figure. For example, in the female figure the shoulders are characteristically narrower than the hips, while in the male figure the reverse is normally true. An important part of the description of the build of a woman is the appearance of the bust, which should be described as small, average, or full (Figure 4).

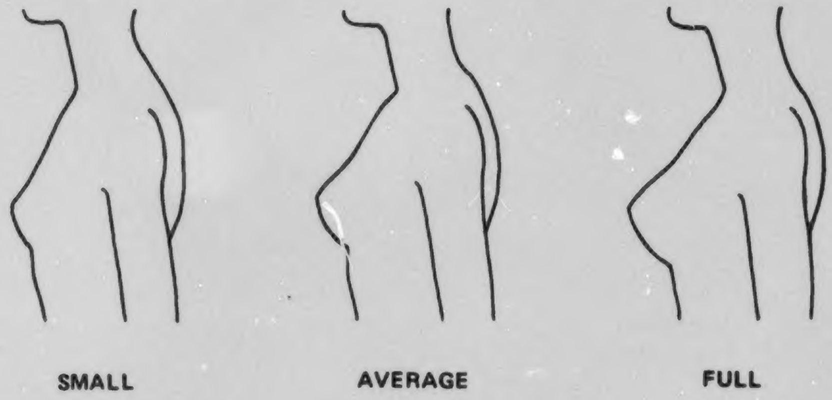


Figure 4. Bust.

WEIGHT. Exact or estimated. When the weight is estimated, this fact should be clearly indicated. As in estimating height, a convient method for estimating weight is by comparing it with one's own weight. Estimates should not normally be in terms of a specific number of pounds, but rather, stated in 10-pound increments, e.g., 160 - 170 pounds, 170 - 180 pounds.

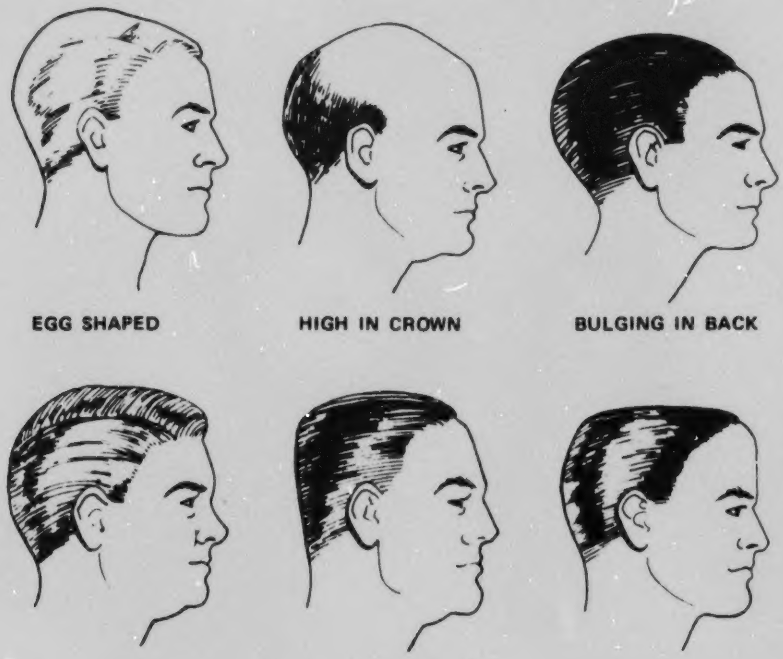
AGE. Actual or estimated. When the age is estimated, this fact should be clearly indicated. For convenience, age should be estimated in multiples of 5 years. In describing the age of a woman, it may often be of particular importance to indicate not only the actual age but also the general age indicated by her appearance.

COMPLEXION. Pale, fair, dark, reddish, sallow (sickly-pale), or florid (flushed), clear, pimpled, blotched, freckled, pock-marked, etc. In the case of a woman, the description should include make-up habits, such as none, light, heavy, or other applicable terms or phrases. For persons of the negroid race, complexion should be described as light brown, medium brown, dark or olive.

Specific Characteristics. In the interest of the toughness and uniformity, you should pattern both your observation and description of the specific characteristics of a person along systematic lines, normally proceeding with the head and progressing downward. The following words, terms, phrases, and methods are recommand for standard use in describing specific personal characteristics:

HEAD.

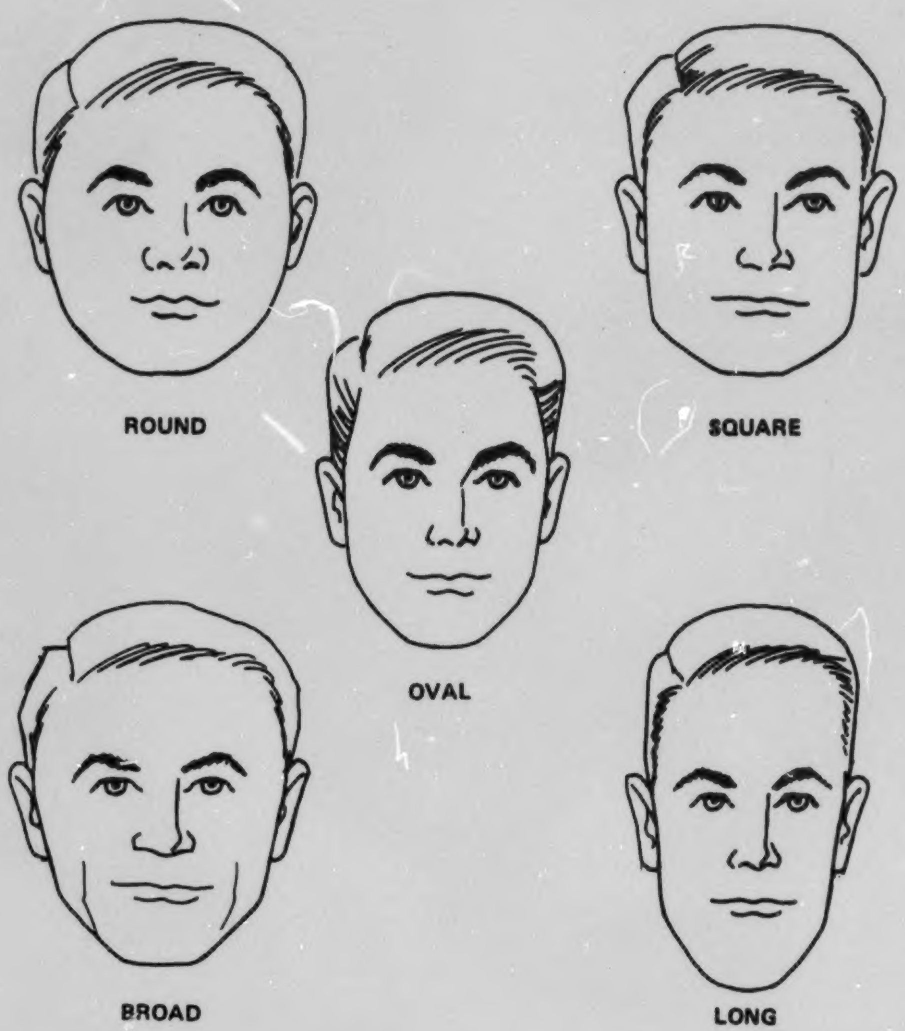
Size and Shape. Large, medium, or small; long or short; broad or narrow; round, flat in back, flat on top, egg shaped, high in crown, bulging in back. etc. (Figure5 5).


EGG SHAPED HIGH IN CROWN BULGING IN BACK

ROUND FLAT IN BACK FLAT ON TOP

Figure 5. Shape of Head.

Face. Terms used are round, square, oval, full (or broad) and long (as seen from the front). (Figure 6)



ROUND

SQUARE

OVAL

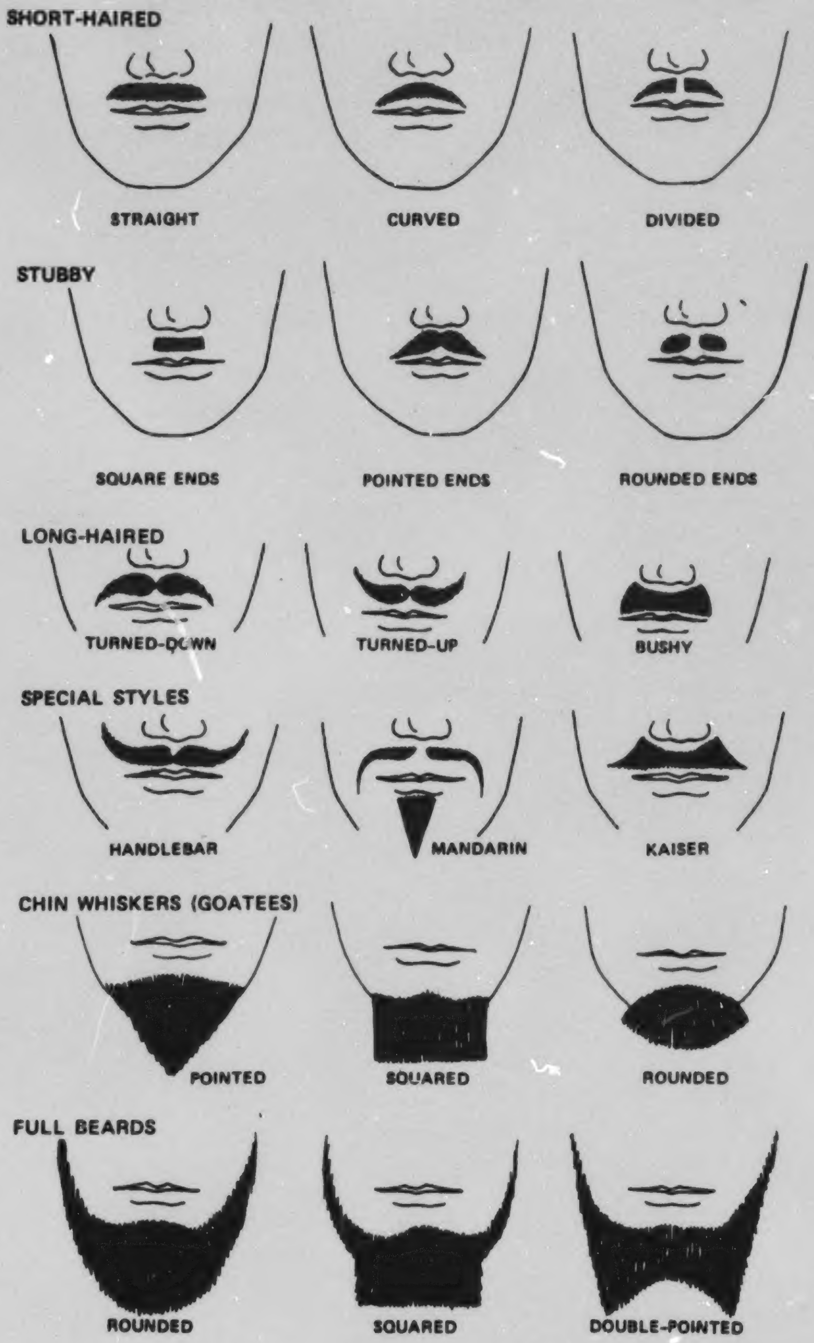
BROAD

LONG

Figure 6. Shape of Face.

Hair. Color is described as blond (light or dark), brown (light or dark), red (light or dark), auburn, black, gray, streaked with gray, or white. In the case of bleached, tinted or dyed hair, both the artificial and the natural color should be indicated when possible. Hair appearance should be described as neat, bushy, unkept, oily, or dry. Current terms of hair style which are widely used and excepted should be utilized when describing a person.

Mustache and Beard (When appropriate). Consideration must be given to color, including differences between hair and mustache color; style, configuration, and state of grooming (Figure 7).



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HIPS. Describe the hips as broad, medium, or narrow, as seen from the front; small, medium or large as seen in profile. In this connection, keep in mind the basic differences between male and female figures as discussed earlier.

LEGS. Describe the legs as long, medium, or short in comparison with the rest of the body (average of medium legs combined with the hips constitute about half of body length); straight, bowed (bandy), or knocked kneed; musculature as slight, medium or heavy.

FEET. Describe the feet as small, medium, or large in relation to body size; deformities and peculiarities such as pigeon-toed, flatfooted, clubfooted, etc., should carefully be recorded.

MARKS AND SCARS. Such identifying marks as birthmarks, moles, warts, tatoos, and scars should be clearly described as to size, color, location on the body, and shape.

SPEECH. The tone and manner of a person's speech may often be very important aspects of a person's complete description. His habitual tone should be indicated as low, medium, or loud; soft or gruff; or by other descriptive qualities. His manner of speaking should be indicated as cultured, vulgar, clipped, fluent, broken English, with accent (identified whenever possible), or non-English speaking (language specified whenever possible); such peculiarities as stuttering, nasal twang, pronounced drawl, or a mute condition should be clearly indicated and explained.

DRESS. Since a person may change the clothing he was wearing, its value for descriptive purposes is limited. Noticeable habits in manner of dress such as neatness, carelessness, and preferences of style should be indicated. Clothing in detail such as military (service or fatigue), civilian, mixed military and civilian, color(s), and condition (clean, soiled, torn, ragged, greasy, or bloodstained).

PERSONAL APPEARANCE. Describe the personal appearance of the person as neat or untidy; well groomed or unkept; refined or rough.

MANNERISMS AND HABITS. Often the peculiar mannerisms or traits of a person will constitute the major or key parts of his description. Be alert to record in description such characteristics as:

a. Feminine traits in men and masculine traits in women.

b. Peculiarities in walking, moving, or talking.

c. Outward emotional instability, nervousness, or indecision.

d. Type of companions preferred.

e. Subconscious mannerisms such as scratching the nose, running the hand through the hair, pulling on an ear, hitching up the pants, jingling keys or flipping coins.

f. Facial tics, muscular twitches, and excessive "Talking with the hands."

g. Kinds of recreation preferred or hobbies pursued.

h. Jewelry worn and types of jewelry preferred.

Exercise

a. Place an "X" beside those statements that are true concerning observation techniques.

____1. Observation is used most often through the use of touch and sight.

____2. The ability to observe with accuracy is developed through extended practice and experience.

____3. Security police investigators should be fully aware of the many distractors which impede the observation process.

____4. When observing persons proceed as follows: general, changeable and specific characteristics.

____5. A specific characteristic would be clothing and/or hair style.

____6. When you are trying to identify a person from a description, you may use the general, specific, and changeable characteristics approaches.

____7. Observation is necessary only to the extent needed to complete required forms.

b. Place an "X" beside those statements that are true concerning the observation of general characteristics.

____1. Height is estimated in 3-inch steps, for example, 5 feet, 7 inches to 5 feet, 10 inches.

____2. Common features are the most important part of the description of the person.

____3. Accurate description usually proceeds from general to specific characteristics.

____4. Weight is usually estimated in 10-pound increments.

____5. With regard to describing females, always keep in mind changeable characteristics are the most important.

____6. Age estimation is critical, so always estimate in multiples of 5 years.

____7. When referring to the complexion of a female, always take into consideration the amount of makeup a woman is wearing.

____8. Describing a person as obese is making a general rather than specific description of a person.

Check with your instructor; then proceed to Supplemental Workbook, Exercise 3 and 4.

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OBJECTS. Objects described are generally limited to those located at the scene of the incident or crime, or other items which have been identified by a witness or victim as pertinent. Due to the great variation in size, conformation, shape, and location of objects which may be described, it is impossible to prescribe a detailed pattern for their observations and description. However, as in the case of persons, the description of objects should begin with general characteristics and proceed to specific characteristics.

General Characteristics. The description of general characteristics should be such as to define clearly the general category of the particular object and preclude its being confused with objects of other or similar categories. General characteristics should include those aspects of an object which are readily identifiable and will bring about effective, quick, and conclusive recognition; for example, an IBM typewriter, or a Ford pickup truck.

Specific Characteristics. After describing the general characteristics of an object and establishing its fundamental classification, you should proceed to describe it systematically and, in detail, its specific characteristics. It is this part of the description which will distinguish the particular object and set it off from all others similar in category. Therefore, it is essential to note and describe accurately all the details of the object in question. The pattern of this description will vary according to the type of object, but it should follow a general pattern, such as top to bottom, front to rear, or left to right. Such particulars as distinguishing marks, scratches, alterations, damaged parts, worn areas, signs of repair, faded paint, serial numbers, identifying marks, and missing parts should be indicated in detail. As examples. the following are some typical descriptions, including specific characteristics of objects, that a security policeman may make:

Typewriter. Underwood, nonportable, model 17, 11-inch carriage, light gray with white keys and black lettering, serial number J17-12345. Letter "H" is bent and strikes below the line. Left shift key is deeply worn so that the inscription "shift" is barely visible.

Television. Sony, 19-inch portable, color, model number KV 1720, serial number 203318, wooden case which has a "V"-shaped scratch on the lower front of the right side.

Radio. Zenith AM-FM, 11-band, portable, model number Royal, 7000-1, serial number S-10964. There is a round dent approximately 1 inch above the tuning knob. The initials K. V. G. are scratched in the bottom of the black plastic case.

Vehicle. 1971 Ford LTD, 2-door, dark over light blue, Texas license EKP 215, decal number AYL 678, Lackland Air Force Base, vehicle identification number TP62S104426.

PLACES. Usually, detailed observation of specific places and locales is made to establish the exact scene of an incident or offense, or detect relevant evidence. In addition, the purpose may be to relate to an incident or crime such information as has been previously obtained from witnesses. The basic pattern of observing places may vary depending upon whether the place observed is in the open or inside a building or structure.

Outdoors. Most outdoor places observed will either contain or be relatively near natural or manmade landmarks that may be used to pinpoint the general location. Frequently, however, outdoor locales may not have well-defined boundaries or delineating terrain features such as roads, fences, streams, buildings, or woods. Consequently, you must develop the ability to

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mentally assign practical limits to the area that is to be observed. Such limits should preclude both overextension and illogical limiting of the area observed. A convenient procedure is to observe the

- general location and its proximity to such outstanding terrain features and landmarks as roadways, railways, streams, or shorelines.
- exact location in relation to specific fixed features such as buildings, fences, bridges, trees, and pathways.
- outstanding objects or features within the scene.
- details of the scene and items of particular interest.

Indoors. Observation of indoor scenes is simplified by the existence of obvious and definite boundaries, such as the walls of a room, the area of a hallway or basement, or the confines of an apartment. On the other hand, indoor areas contain many specific objects which can complicate the task of complete observation. Because of this latter aspect, it is particularly important, in the case of indoor scenes, that a methodical pattern of observation be employed. Normal procedure is to determine, in order:

- Location of the place to be observed including section of building in which located, such as front or rear, floor level, etc.
- Relationship to building entrances and distances to stairways, elevators, etc.
- Room number or other designation.
- Details of immediate entrances to the specific area of interest.
- Objects located within the area. (You should use a clockwise or other methodical progression of observation from a designated initial point, as in conducting searches.)
- Exact location in relation to other objects or items of specific interest.

EVENTS. In most instances, you are called to the scene after an incident has occurred or a crime has been committed. You will seldom observe the complete event, as its action is occurring, unless you are a witness and attempting to prevent a crime. However, your observation of connected actions that may occur subsequent to the event itself may supply major clues as to that which had already occurred. Such a small but often very significant action or circumstance as an inappropriate remark, a state of excitement, a furtive gesture or glance, an expression of unusual curiosity, interest, or disbelief, the pitch of a voice, or an unlikely confession of knowledge may often provide you with the necessary lead to develop an important aspect of an investigation. Similarly, significant information may be gathered from such details as the way a fire burns, the presence of certain fumes or odors, or the warmth of a body. Such fact-gathering may aid in the reconstruction of an event with respect to its cause or origin and its progression. The ability to promptly recognize related acts or conditions and to interpret them correctly in order to develop information as to the main event, as it occurred, is an

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investigative skill which you need to develop carefully. To this end, persons, objects, and places involved in the incident or event should be observed as discussed above.

Facts to be determined concerning an event are the time of occurrence, location, sequence of action, objects and persons involved, and resultant factors.

A method or pattern of applying sensory perception to obtain information to aid in determining the progressive facts of an event cannot be practically prescribed. You must develop within yourself a quality of alert sensitivity to external stimulation of, not only sight, but hearing, touch, smell, and experience as well. You must be able to apply logical analysis to these perceptions in determining the possible relationship of one occurrence or factor to another. Determining the true relationship pattern of factors observed is difficult and may involve the pursuit of a number of false clues or fruitless projections. However, it is only through your alert and sensitive perception of all details that sufficient observation is accomplished. Only when such sufficiency is achieved, is it possible that true and significant clues will not be overlooked. Subsequent analysis then may establish the true leads to the actual sequence of actions and circumstances that comprised the event.

If you are present at the time of the occurrence, you must be able to observe objectively, accurately, and rapidly or concurrently, all essential factors of time, place, persons, objects, and actions involved, as well as the immediate results of the event. These factors are involved in the essential questions of when, where, who, what, and how of complete observation and investigation. The ability to accurately observe actions and events through employing all five senses is a skill which is developed only through concentrated training and practice. Complete and accurate observation is the result of a conscious, applied effort rather than mere chance. The development of habitual methods of progressive observation which use all five senses will improve the thoroughness and accuracy of sensory perception and must be pursued by you during each tour of duty.

Description of Events. The security policeman must be well-trained and knowledgeable in the art of describing an event — not only for himself, but to assist the witness in recalling facts, and giving an accurate statement of events occurring. Description of an event should present, as accurately as possible, a reconstruction of the event as it actually happened. The description must be as complete as time and circumstances will permit and should always contain the essential facts of time, location, sequence of action (order), objects, persons involved, and the immediate results of the occurrence. In accomplishing a thorough and logical description of an event, you must consider all available information resulting from your own observation, observations and statements made by witnesses and suspects, and the evaluation of evidence at the scene. When appropriate, the description is supplemented and supported by sketches and photographs. Read the following example of an event and examine the sketch on the following page.

> 1945 hours, 4 March 1972. SSgt James Hopson, patrol number 5, observed an individual who appeared to be robbing the base groceteria, building 1250. Sgt Hopson started to approach building 1250 when the suspect stepped out of the door. A shot was fired and Sgt Hopson was struck in the left shoulder. The suspect got into a late model Ford, blue in color, Texas license HGO 337, driven by another individual. The vehicle left the scene going west on Dobson Street. Sgt Hopson notified Security Police Operations over the radio that he had been shot. He gave a description

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of the suspect as caucasian male, approximately 30 years old, 5 feet, 10 inches to 6 feet, 150 – 160 pounds. No description of individual driving the vehicle. He also gave a description of the vehicle and direction of travel. TSgt Anderson, patrol number 3, and Sgt Williams, patrol number 1, proceeded to the main gate to set up a road block. At approximately 1952 hours, SSgt Thompson, patrol number 6, was driving through the NCO Club parking lot, and observed a vehicle approaching at a high rate of speed. As Sgt Thompson approached Fifth Street, the subject vehicle passed the parking lot (going north on Fifth Street), and an individual in the vehicle fired two shots at Sgt Thompson, striking the right windshield of his vehicle. Sgt Thompson notified the Desk Sergeant and began pursuit. The subject vehicle turned east on Carson Drive and north on Bong Avenue. Several shots were fired at Sgt Thompson during this time. Subject vehicle turned west onto Orville Wright Plaza and stopped when the driver saw the road block. The suspects fired at Sgts Anderson and Williams, and Amn Bell, a gate guard. They returned fire. Sgt Thompson stopped his vehicle to prevent escape and started firing at the suspects. At approximately 2005 hours, the firing from the subject vehicle stopped and no movement could be observed. Sgts Anderson and Thompson removed a 22-gauge shotgun, .38-caliber revolver, .45 automatic, and numerous assorted rounds of ammunition from the vehicle. Dr. Johns, Wilford Hall MOD, arrived at the scene and pronounced the suspects dead at 2015 hours. Eighteen photographs were taken of the scene by photographer (TSgt Jones). Bodies transported to hospital by M.O. Scene cleared at 2100 hours. On 5 March 1972, identification of the suspects disclosed them as Sgt Ames, John T., FR420-34-4978, 3281st CES, and Amn Jackson, Richard P., FR483-61-7356, 3281st CES; detailed report to follow. See attached drawing. (Figure 8)

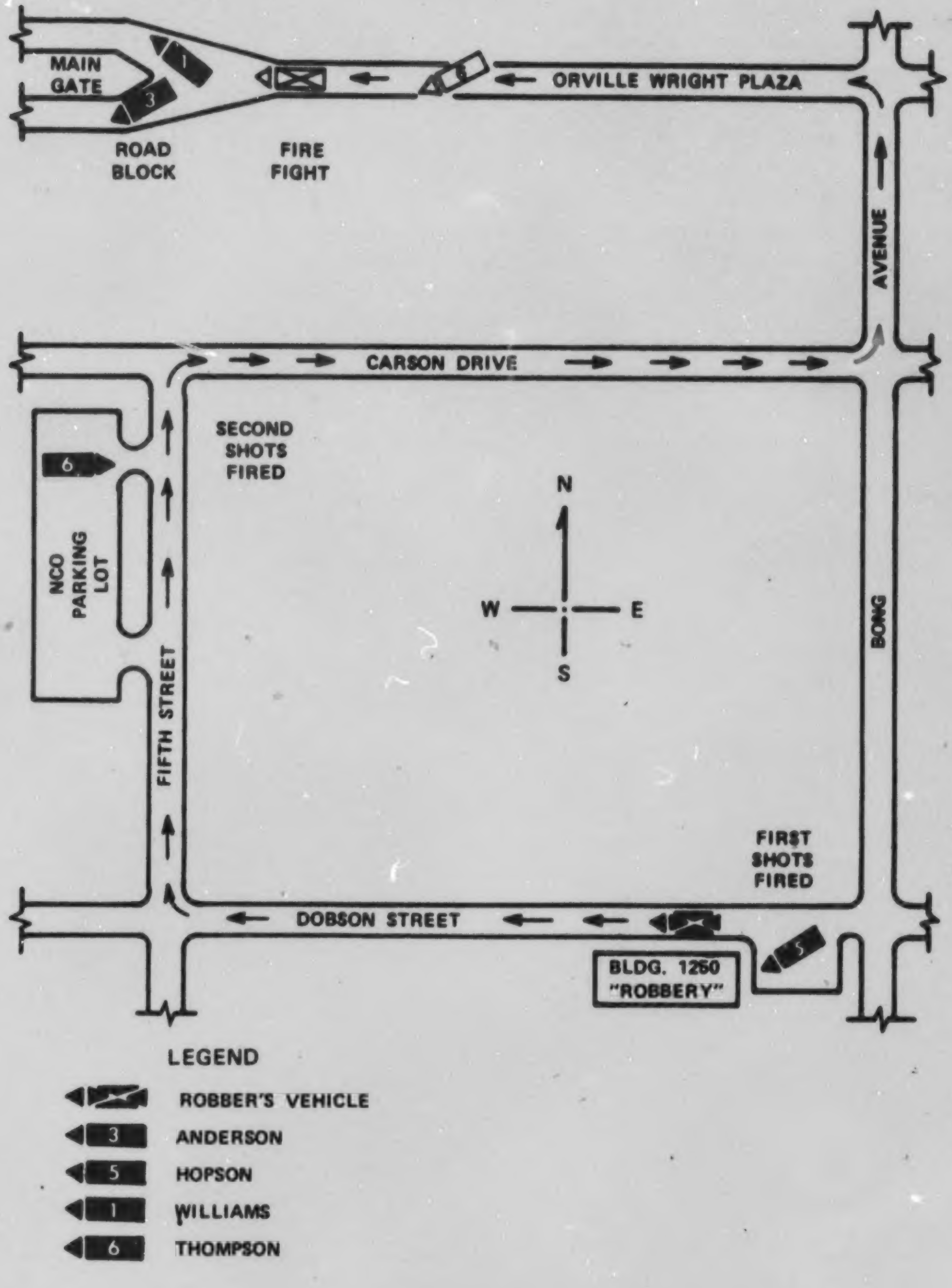

Figure 8. Sketch of Robbery Incident.

Exercise

a. Place an "X" beside those statements that are correct concerning the observation of events.

____1. Observation of events is developed through the use of five senses.

____2. Fact-gathering is done by the OSI so that you can interpret these facts and reconstruct the events.

____3. Facts to be determined at an event may include resultant factors.

____4. Full sensory observation is followed by logical analysis of these perceptions.

____5. The ability to accurately observe actions is developed by attending this course.

b. Number the objects to be observed in their proper numerical order.

____a. Color(s), size, and design.

____b. Damage or distinctive marks.

____c. Serial or identification numbers.

____d. Type, make, and model of object.

c. Match the examples of area-observing limits with the proper limiting area.

EXAMPLES	*OBSERVATION LIMITS*
____a. Streams and shorelines	1. General location
____b. Fingerprints on window	2. Exact location
____c. Items of outdoor furniture	3. Outstanding object
____d. Buildings and associated shrubbery	4. Details of the scene
____e. Bullet holes in the door	
____f. Hills and winding roadways	

d. Sequence, in proper numerical order, the statements below concerning indoor areas and observation procedures.

____Objects located within the area.

____Room number and designation.

____Details of immediate entrance into specific area.

____Location of place to be observed.

____Items of particular interest.

e. Place an "X" beside those statements that are true concerning description of objects.

____1. There is a general pattern for observing and describing objects.

____2. General characteristics of an object are those features which can be readily seen.

____3. Describing an object in general characteristics is giving the object a fundamental classification.

____4. When we describe an object with specific characteristics, we set the object off from all other objects in the same category.

____5. Specific characteristics of a car would only include color, year, make, and model.

Check with your instructor; then proceed to your Supplemental Workbook and complete Exercise 5.

OBSERVATION AND DESCRIPTION BY WITNESSES

Observations, descriptions, and identification made by witnesses or victims of incidents constitute a major source of extremely useful information. Consequently, it is essential that a high level of skill be acquired in obtaining information from such persons. Evaluating this information in light of all related data and using the evaluated information in conducting subsequent investigative activities is also essential.

OBSERVATION

Although you cannot control either the fact or the technique of observation by other persons, you may, through skillful and patient questioning, often aid a witness in recalling details of persons, objects, places, and events observed. Thus, while the witness may not be trained or experienced in observing methodically (in a set pattern), it may be possible for you to develop a reasonably clear word picture of what the witness observed by encouraging the use of a recall pattern. When encouraged to recall in a methodical fashion, a witness may often realize that he actually saw much more than he consciously recorded at the time of observation. Before you can perfect this technique of obtaining and developing the description of observations made by other persons, you must acquire an awareness of, and be able to make appropriate allowances for, the many factors which may tend to influence an individual's perception, interpretation, and retention of details observed.

EXTERNAL INFLUENCES

Location of the Witness at Time of Observation. It is unlikely that two or more persons will have witnessed an incident from exactly the same location. Differences in location may often account for differences in observation. For example, a person who witnessed an event from a great distance may be able to give a good overall description of what took place but be unable to describe in detail the persons, objects, and actions involved, and he may be unsure as to the overall picture of what occurred. Similarly, the height of an observer above or below the subject of observation influences his interpretation as to size, configuration, color, texture, and relative proportion.

Weather and Light Conditions. The effects of weather and light differences upon the observation of individuals are very important. Closed cover, rain, sleet or snow may change the appearance of objects and alter the color of a person's hair or clothing. The hours of dusk and dawn, and complete darkness may distort the dimensions of objects and individuals. Looking into the sun or bright lights may also create blurred vision, spots, or blindness. Casts of shadows from the sun or bright lights may also alter the appearance of objects and individuals. You must not, however, fail to make proper allowances for these circumstances and obtain as clear a picture as possible.

Absence or Presence of Distracting Events or Circumstances. Unrelated but concurrent events may greatly influence a witness's observation of important events in a particular incident. For example, an exciting play on a football field may cause a spectator to fail to observe closely or accurately what the person sitting next to him is doing.

Lapse of Time Since the Observation Was Made. The passage of time between observation and recall can greatly influence an individual's description of what he witnessed. The imaginative person may often tend to fill in the gaps in his knowledge about an incident by guessing particularly if he has subsequently learned that the incident is important in an investigation. On the other hand, many persons will tend to forget or confuse details of an incident with the passage of time. It is extremely important that witnesses and victims be interviewed as soon as possible after they made their observation and before they had time to adjust their observations (consciously or unconsciously) to fit the pattern of other information they may have seen or heard.

Human Factors. An individual's perception is largely determined and influenced by a number of individual differences occurring because of variation in past experiences, physiological and psychological influences, and training, within the frame work of these individual differences, an individual evaluates and interprets occurrences by his senses. You must recognize the implication of individual differences and be able to evaluate their effects upon the observations of a witness or victim.

Past Experiences. The individual's evaluation and interpretation of what he observes tend to be based on his past experience of similar or related occurrences. For example, the size of an object is compared with the size of another object with which the individual is familiar. Familiar sounds, odors, tastes, and comparable perceptions will usually be properly interpreted by an observer; however, observations which have no past comparable perceptions will often be misinterpreted in terms of familiar things. For example, an individual who has never ridden in a vehicle may indicate he saw a vehicle traveling at 60 mph when it was actually moving at 40 mph. Similarly, inaccurate interpretation of past experiences may form a pattern which will influence the individual's subsequent interpretation of similar observations. For example, a person with normal color perception, who has been taught from infancy that the color blue is yellow, would invariably describe the color of a blue object as yellow. In general, you should bear in mind that:

Young persons have limited past experiences on which to base their interpretations; yet, depending upon their individual interest, they may be entirely capable of quite accurate observations. For example, many american boys can quickly recognize and identify the make and model of an automobile but would not likely note details of the driver, the license number, or make and condition of tires.

Normally, the mature person has had a variety of experiences upon which to base his interpretations. His experience, however, is limited to normal occurrences in his area of residence and employment. Thus, a lifelong resident of a metropolitan area might be entirely incapable of accurately describing a farm scene; and a native of a tropical island could hardly be expected to describe in great detail a highspeed motor vehicle accident.

In the case of elderly persons, physiological influences may often preclude the proper application of patterned interpretation as molded by experience, or experience may be so varied and interrelated as to result in confused interpretation. For example, an aged person may not be able to recall details of what he had observed, or he may tend to supply incorrect details from similar but unrelated past experiences.

Specialist in particular fields of endeavor will normally have developed very acute perceptions within their respective fields but be especially inobservant in other fields. For example, an artist will normally be acutely aware and take specific note of color, form and proportion but may fail to discern or properly interpret sounds or odors. Similarly, a motor vehicle mechanic will usually be quick to observe the sound of a motor or other mechanical operations of the car, but may be inaccurate in describing the appearance and actions of the driver.

Physiological Influences. Defects, both permanent and temporary, in the physical condition of an individual may greatly affect his ability to observe accurately and to interpret his observations properly. Such factors as age, disease, injury, underdevelopment, and undernourishment must be considered whenever appropriate. Pain, hunger, fatique, and unnatural positions of the body may cause a witness to inaccurately interpret observations which he would normally place into proper mental perspective. The following general factors should be considered:

A person of unusually short or tall stature may misinterpret the size of another person. For example, a person 6 feet tall may appear very tall to an observer who is only 4 feet 10 inches, while the same 6-footer would likely appear to be of normal height to an observer who is 5 feet 10 inches tall.

The senses of hearing and touch of a blind person are usually developed far beyond those of a person with normal vision. Thus, a blind person may frequently perceive sounds or note details of objects touched which the normal person may fail to observe.

The sense of taste and smell are subject to frequent stimuli. The presence of a strong taste or odor may completely conceal the presence of other tastes or odors; consequently, these two senses are usually considered the least reliable of the sense as a basis for interpretation. For example, the presences of strong cooking odors in a room may result in an individual failing to note the presence of a weaker odor which is important in a particular case. Similarly, the taste of a strong ingredient such as curry or chili powder in a dish of food may cause a person eating the food to fail to note the presence of a contaminant with little or no taste.

Psychological Influences. Temporary or permanent emotional disturbances such as fear, anger, worry, prejudice, or mental instability may impair the functioning of a person's senses and result in inaccuracies in observation. You must acquire the ability to recognize these influences and make proper allowances for them. For example:

The victim of a robbery may be in such fear from the weapon used by the robber that his recollection of the incident will be only that of the size of the weapon. In all probability he will be unable to accurately describe the robber. Further more, such an individual might logically be expected to exaggerate the size or type of weapon.

A witness may so dislike a particular person involved as to see only the actions of that person and not the actions of others involved.

Occasionally, a witness may be so prejudiced against a class or race of persons that his interpretation will be inaccurate even though his senses recorded a true report of what occurred. For example, an individual who has formed a dislike for police and similar officials may unwittingly permit this prejudice to affect his interpretation of the actions performed by a night watchman or a security guard.

Training. Specialized training may intensify an individual's power of observation. However, such training may tend to focus the observer's attention onto particular characteristics to the detriment or exclusion of other details. For example, a dye chemist may quickly and accurately recognize the dye used in a particular garment. A tailor, on the other hand, might observe the cut of the same garment but fail to note the dye. A person with neither chemical nor tailoring training may make a more complete and, therefore, more accurate observation of the same garment that either the chemist or the tailor.

Exercise

a. Place an "X" beside those statements that are true concerning external influences affecting observation.

_____1. Witnesses who observed the event from a distance can provide a better overall picture of the incident than a witness who was near the event.

_____2. Light conditions greatly affect the person's observation of an incident.

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____3. Try to gather information from witnesses as soon as possible after the event.

____4. Witnesses will rarely change the accuracy of their observation over a period of time after the event occurred.

____5. Security policeman must never aid a witness who is giving information concerning events he has observed.

____6. There are few factors which influence a person's perception of events and interpretation of those events.

b. Place an "X" beside those statements which are true concerning human factors involved in observation.

____1. An individual's perception is influenced by past experiences, training, and psychological influences.

____2. A hungry person will observe an incident different than a person who has just eaten.

____3. If an estimate of the height of a person is needed for the investigation, a witness of medium stature would give a better height estimate than a witness of small stature.

____4. A witness who is blind can relay the observations of hearing and touch to the security policeman better than a regular witness.

____5. A prejudiced witness can give a more accurate description of an incident than a witness who is not prejudice.

____6. A witness who has had specialized training makes a poor witness when an accurate observation of the entire incident is required.

Check with your instructor; then proceed to the Supplemental Workbook, Exercise 6.

Description

Some witnesses may be able to give a concise and factual account of their observations without your assistance. However, in almost every case it will be necessary to ask questions to develop details considered unimportant by the witness, to assist the witness in evaluating and interpreting his observations, or to correct discrepancies in the statements of different witnesses. While little can be done to influence or mold the observations of witnesses, you can greatly enhance and facilitate your investigative activities through the employment of skillful questioning techniques to witnesses and thereby obtaining from them a description of what they observed.

Some factors which affect the accuracy of a description by a witness, and for which you must learn to make proper allowances are:

a. Lapse of time between observation and description may result in the description being altered or colored.

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b. A witness may tend to relate only those details he deems important information.

c. Language inadequacies or lack of expressive ability may preclude a witness from giving an accurate description.

d. A witness may be so afraid of police or police methods as to become incapable of describing what occurred.

e. Witnesses may intentionally withhold information so as not to become involved, to avoid personal inconvenience, or they may forget to recall facts as a result of past unpleasant experiences.

When obtaining a description from a witness, you should learn as much about the witness as is possible within the limitations of time and urgency. You should consider the individual differences that may affect the witness' interpretation of what he or she observed. Determine those influences which might tend to cause the witness to withhold or intentionally distort certain details. Without extensive background investigation, which the urgency of most cases will usually preclude, it may be difficult to determine applicable individual differences and influences. However, certain techniques may be employed which will aid you in determining the extent of these influences. Some of these techniques are:

Talking briefly with the witness prior to questioning may tend to alleviate his apprehensions regarding police and police methods, self-involvement, and inconvenience. Such preliminary talk may disclose numerous individual traits of the witness which may tend to influence his interpretation of what was observed.

Having the witness repeat his description one or more times may reveal discrepancies made either unintentionally or intentionally. Pointing out and discussing such discrepancies with the witness may lead to a better description or to an admission of intentional distortion.

Weighing the description in the light of all available information in the particular case will help you evaluate the witness' credibility. A witness suspected of concealing information or intentionally lying will usually make unconscious slips which the trained security policeman will quickly note. However, you should bear in mind that there are many factors which may cause an individual to unintentionally err in his interpretation of observations made by his physical senses. Some of them are:

- Self-Interest, love, and loyalty;
- Desire to appear important, intelligent, or ignorant;
- Desire to conform or be different; and
- Recognition and reward.

Exercise

a. Place an "X" beside those features which affect the accuracy of a description made by a witness.

____1. Time lapse

____2. Personal judgement

____3. Language inadequacies

____4. Fear of police

____5. Age

____6. Sex

____7. Cultural background

____8. Reluctancy to get involved.

____9. Personal inconvenience

b. Place an "X" beside those statements which are correct concerning descriptions made by witnesses.

____1. Never talk to a witness before he makes a description.

____2. Have the witness give the description more than once.

____3. Never take a witness' description at full face value as to exclude all other information.

Check with your instructor; then proceed to the Supplemental Workbook, Exercise 7.

ADVISEMENT OF RIGHTS

OBJECTIVE

Presented with an instructor/student suspect, advise that suspect of his rights against self-incrimination, without error.

INFORMATION

ADVISEMENT OF RIGHTS FOR MILITARY MEMBERS

Before questioning a suspect subject to military jurisdiction, he must be advised of his rights against compulsory self-incrimination under Article 31, UCMJ, which is extracted as follows:

> 831. Art. 31. Compulsory self-incrimination prohibited.
>
> (a) No person subject to this chapter may compel any person to incriminate himself or to answer any question the answer to which may tend to incriminate him.
>
> (b) No person subject to this chapter may interrogate, or request any statement from, an accused or a person suspected of an offense without first informing him of the nature of the accusation and advising him that he does not have to make any statement regarding the offense of which he is accused or suspected and that any statement made by him may be used as evidence against him in a trial by court-martial.
>
> (c) No person subject to this chapter may compel any person to make a statement or produce evidence before any military tribunal if the statement or evidence is not material to the issue and may tend to degrade him.
>
> (d) No statement obtained from any person in violation of this article, or through the use of coercion, unlawful influence, or unlawful inducement may be received in evidence against him in a trial by court-martial.

The words "compulsory" or "compel" mean any kind of mental or physical force which causes a person to do something against his will. "Incriminate himself" is being a witness against oneself. A confession is an acknowledgement of guilt. An admission is a self-incriminating statement that falls short of an acknowledgement of guilt. By the time the case is tried, a statement by an accused which in itself appears to contain no incriminating material may, in fact, prove to be incriminating. For example, a suspect charged with larceny may, when questioned, deny any knowledge of the stolen property or deny any participation in the offense. If other evidence obtained establishes that he has the stolen property in his possession, his complete denial of any knowledge of the property may be the strongest evidence available to establish his intent to permanently deprive the rightful owner of his property. This shows the necessity of fully complying with Article 31 in obtaining any kind of statement from a suspect even though the statement does not appear to be self-incriminatory.

The phrase "informing him of the nature of the accusation and advising him that he does not have to make any statement" lays down the requirement of informing him of the nature of the interview and for warning an accused or suspect before any questioning. This paragraph has been applied strictly by appellate courts in the court-martial system. Even if the facts demonstrate that a confession or admission obtained by questioning an accused or suspect is entirely voluntary, it may not be admitted in evidence unless you warn an accused or suspect of his rights prior to questioning. There is no use in attempting to avoid the effect of this article by any legal niceties concerning the status of an accused or suspect. If you have sufficient reason to question a person about the commission of an offense, and that person subsequently makes an incriminatory statement, then it is almost certain that the courts will hold that the very fact of the interview indicated a belief that the person questioned was a suspect.

The phrase "make a statement or produce evidence before any military tribunal if the statement or evidence is not material to the issue and may tend to degrade him" is not of direct importance to you. This provision applies to the production of evidence before a court-martial and simply excuses any witness, before a court-martial, from being required to make a statement or produce any evidence if the statement or evidence would tend to degrade him, and is not material to an issue before the court.

Paragraph (d) of Article 31 spotlights the uselessness of obtaining a statement from any suspect without proper warning of his rights, or of obtaining a statement by means of compulsion (mental or physical force). There are three forms of compulsion which we, as security police, are forbidden to use when interviewing a suspect. These are:

1. *Coercion.* This is the use of physical abuse or bodily harm and/or the threat of physcal abuse or bodily harm to obtain information.

2. *Unlawful Influence.* This is the practice of depriving a suspect of his basic human rights or privileges, such as food, sleep, water, shelter, clothing, and elimination.

3. *Unlawful Inducement.* This is the practice of making promises or bargains with a suspect which we do not or cannot have the authority or intention to uphold or keep. An example of such a practice would be telling a suspect that, if he will sign a statement admitting he committed the offense, you will talk to his commander and see that he gets off easy.

Right To Have Legal Counseling During Questioning

As a result of a 1966 U. S. Supreme Court Decision, the Chief of Staff, HQ USAF, has directed that before a person accused or suspected of an offense is questioned, he must be advised that he has a right to have a lawyer; to have him present during any questioning; and, if he is a military member and does not have a lawyer, to have a judge advocate furnished him if he so desires. Further, if the accused or suspect indicates in any way he does not want to be interviewed, he is not to be questioned. Similarly, if he indicates he wants a lawyer, questioning is to be suspended until one is available.

Advising the Suspect of His Rights

This is the most important thing for you to understand about Article 31. Paragraph (b) or Article 31 sets out the elements, identifying the offense, advising of rights, and advising of possible consequences of making statements. The second element, advising of rights, should be emphasized most strongly. DO NOT add to the statement so that the suspect is told that he need not make any statement which might incriminate him. The addition of these words makes the warning erroneous. The advisement must be that he need not make any statement at all.

There is nothing in Article 31 that requires reading the entire Article to a suspected person. It is USAF policy that the following verbal briefing of the advisement of rights be given to all military suspects prior to any interview or questioning.

"I am (*grade, if any, and name*), a security policeman. I am investigating the alleged offense(s) of (*state offense*), of which you are suspected. I advise you that, under the provisions of Article 31, UCMJ, you have the right to remain silent, that is to say nothing at all. Any statement you make, oral or written, may be used as evidence against you in a trial by court-martial or in any other judicial or administrative proceedings. You have the right to consult with a lawyer. You have the right to have a lawyer during this interview. You may obtain a civilian lawyer of your own choosing, at your own expense. Or, if you wish, the Air Force will appoint a military lawyer for you free of charge. You may request a lawyer at any time during this interview. If you decide to answer questions without a lawyer present, you may stop the questioning at any time."

NOTE: The first sequence is only an introduction sentence and NOT part of Article 31, UCMJ. DO NOT try to memorize this briefing. Always READ (in the presence of a witness) the entire verbal briefing of Article 31 to each suspect, thus insuring you have not left out any important part of the advisement. By leaving any portion of the briefing out, you could provide the suspect with a legal loophole, in which he could say he wasn't properly advised of his rights.

Insuring Suspect Understands His/Her Rights

The courts have held that, not only must the advisement of rights be given, but also that the suspect must understand his rights. Therefore, the security policeman who is advising the suspect of his rights and conducting the interview has a responsibility to insure that the suspect understands his rights and is able to freely, knowingly, and intelligently waive them. (Obtaining an intelligent waiver of rights will be covered later.) In some situations, the security policeman may be able to determine in advance (prior to reading the suspect his rights) that a suspect is incapable of understanding his rights. Two examples of this situation are:

1. If a suspect is so intoxicated that he is unable to understand what you are saying, any statement made by him would not be admissible in court as evidence; or,

2. If a suspect does not understand the English language well enough to understand his rights, his statement also may not be admissible in court as evidence.

Insuring that a suspect understands his rights is the security policeman's "individual" responsibility — a responsibility which culminates in the courtroom when you have to testify to the suspect's advisement and understanding of his rights. The logical question you should ask now is, "How do I insure that an individual understands his rights?" To satisfy your obligation you should follow these recommended procedures when advising a suspect of his rights.

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1. *Prepare the Suspect for the Advisement.* This is necessary to avoid a later claim by the suspect that he didn't know what was going on. Inform the suspect of the offense being investigated and the legal requirement to advise him of his rights prior to any questioning. The security policeman should be tactful in his approach to minimize any negative or nervous reaction which might later be used as a line of defense. This formality should not be neglected as it establishes, beyond question, the advisement you are about to give.

2. *Observe the Suspect During the Advisement.* By observing the suspect you can determine whether or not he is attentive. Expressions on an individual's face may indicate whether he is alert, upset, or confused. The actions of an individual during the advisement of rights is often your best indication of his understanding the rights you are reading to him. The nodding of the head, verbal responses, a quizzical look, closed eyes, or a lowered head can have a special significance to the interviewer. Be alert for these and other reactions of the suspect and prepared to act accordingly.

3. *Explain Rights not Understood by the Suspect.* Having read the advisement of rights the security policeman will ask the suspect, "Do you understand your rights?" Suspects will often have questions regarding the advisement of rights, thus the security policeman must have a complete and thorough understanding of the provisions of Article 31, UCMJ. You must make every effort possible to answer any question a suspect may have about his rights. Your explanations should be brief and uncomplicated, remember you want to clarify not confuse. *Keep it simple!*

4. *Ask Questions to Insure Suspects Understanding.* The suspect may assure you that he understands his rights; however, if you have any doubts, ask questions which clarify the advisement. This extra effort will show, beyond a doubt, that you attempted to insure the suspects' understanding. The elements of rights you should question are as follows:

- The suspect's right to remain silent.
- Any statement made by him can be used as evidence.
- The suspect's right to have a lawyer present.
- The suspect's right to stop questioning at any time.

Occasionally, you may be confronted with an individual who will simply refuse to acknowledge that he understands his rights. In dealing with an uncooperative individual like this, a security policeman should annotate this fact in his report and contact the individuals commander. Usually the presence of the commander will be of sufficient impact to suddenly make the individual realize that he understands his rights.

Obtaining an Intelligent Waiver of the Suspect's Rights

Once you have insured that the suspect understands his rights. The next step is to obtain an intelligent waiver of those rights before questioning him. To obtain an intelligent waiver of his rights, you must ask him, "Do you want a lawyer"? If the suspect wishes to waive his rights to remain silent and waives his right to legal counsel, he must remit what is called an intelligent waiver of his rights. This is accomplished by the suspect stating "No" or "No, I do not want a lawyer." Silence, a shrug of the shoulders, or answers such as "I don't care," or it doesn't matter" or "I don't think so," is not sufficient for an intelligent waiver of rights. It is most important to remember that if at any time the suspect should indicate that he wishes to consult with a lawyer, Do Not question him until he has consulted with a lawyer.

Therefore, to summarize the procedures required to you, as a security policeman, to question a military suspect, you must first, in the presence of a witness:

1. Read the suspect the appropriate verbal briefing of Article 31, UCMJ (Advisement of Rights).

2. Insure that the suspect understands his rights (prepare suspect, observe suspect, explain suspect's rights, ask questions to clarify).

3. Obtain an intelligent waiver to the suspect's rights (suspect must say "No," a simple nod of the head is not an intelligent waiver).

Only after you have properly completed these three steps can you proceed to question a suspect.

In the performance of your duties as a security policeman, during the advisement of rights a suspect might ask you to explain "Other judicial or administrative proceedings." The following explanations are provided to clarify these areas.

- Other judicial proceedings is any proceeding, grand jury investigation and/or trial, which is conducted by civil authorities (Federal, State, or County).

- Administrative proceedings, would be Article 15, letters of reprimand or counseling, administrative discharges, etc.

ADVISEMENT OF RIGHTS FOR CIVILIANS

Interviewing civilians poses a problem entirely different from interviewing military personnel. With military personnel, investigative jurisdiction and court-martial jurisdiction usually complement each other. However, when dealing with civilians (assuming investigative jurisdiction exists), punitive action, if any, rests in appropriate civilian criminal tribunals. Because of decisions of the United States Supreme Court declaring unconstitutional certain provisions of Article 3 of the UCMJ (jurisdiction to try certain personnel), interviews of civilians by security policeman normally are restricted to voluntary and cooperative witnesses. When a civilian is suspected of being the perpetrator of any criminal offense, a lawyer from the nearest staff judge advocate office should be obtained first before proceeding with the interview.

Adults

When the decision is made to interview an adult civilian, his classification is first determined. For example, is he an Air Force civilian employee, invitee, or trespasser? Civilians are protected against compulsory self-incrimination under the Fifth Amendment, U.S. Constitution, which is extracted as follows:

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Amendment V. U.S. Constitution

No person shall be held to answer for a capital, or other wise infamous crime, unless on a presentment or indictment of a Grand Jury, except in cases arising in the land or naval forces, or in the Militia, when in actual service in time of war or public danger; nor shall any person be subjected for the same offense to be twice put in jeopardy of life, or limb; nor shall be compelled in any criminal case to be a witness against himself, nor be deprived of life, liberty, or property, without due process of law; nor shall private property be taken for public use, without just compensation.

Adult civilians are advised of their rights in the following manner:

I am ______________________________, a security policeman. I am investigating the alleged offense(s) of (state offense(s)) of which you are suspected. I advise you that under the provisions of the Fifth Amendment to the United States Constitution you have the right to remain silent, that is to say nothing at all. Any statement you make, oral or written, may be used as evidence against you in a trial or in any other judicial or administrative proceedings. You have the right to consult with a lawyer. You have the right to have a lawyer present during this interview. You may obtain a civilian lawyer of your own choosing, at your own expense. If you cannot afford a lawyer, one will be appointed for you. You may request a lawyer at any time during this interview. If you decide to answer questions without a lawyer present, you may stop the questioning at any time.

For Civilians in Foreign Countries

The Air Force Judge Advocate General has instructed Staff Judge Advocates that in foreign countries U.S. Government employees and nonappropriated fund employees (who are not foreign nationals), and military dependents will be afforded the same assistance as military personnel, including designation of military counsel if desired.

After the warning is given, you must also determine whether the civilian suspect understands his rights and is able to freely, knowingly, and intelligently waive them. If a civilian refuses to be questioned, the security policeman simply makes written memorandum of the fact. If a suspect displays uneasiness or reluctance to answer questions, or if he requests an opportunity to consult with a lawyer, no further attempt must be made to interview him at that time. After the suspect has had an opportunity to consult with a lawyer, tactful interviewing may be attempted again. If he still refuses to give information, prepare a written narrative of the unsuccessful attempts to be included in the investigative report.

If classified information is involved in a case, the subject also must be cautioned that he may not disclose classified information to a lawyer who does not have a proper security clearance. If he insists upon the presence of an uncleared lawyer at an interview where classified information is to be disclosed, Do Not conduct the interview, and seek the guidance of the Staff Judge Advocate.

Advisement of Rights for Juveniles

All nonmilitary subjects under the age of 18 are classified as juveniles. All juveniles are civilians and are therefore advised of their rights under the Fifth Amendment of the Constitution. In addition to following the procedures previously prescribed for adult civilians, specific policies and procedures must be observed when dealing with a juvenile suspect. Due to the fact that a juvenile suspect has not attained the legal age of consent, a parent, guardian, relative, or a responsible adult who is willing to accept the responsibility for the juvenile, must be present for the advisement of the rights. If none of the adults can be located, the security policeman should contact the Staff Judge Advocate before attempting to advise the juvenile of his rights.

Once the parent or other adult is present, the juvenile suspect is then read his rights in the presence of this person. After reading the juvenile his rights, both the juvenile suspect and the adult are asked if they understand his rights. If both the juvenile and the adult agree and answer, "yes," the security policeman must then ask both of them questions to insure that they understand his rights. Upon insuring that both of them understand his rights, then the security policeman must obtain an intelligent waiver of rights from both. If at any time prior to or during the questioning, the juvenile or the parent/adult indicates that they wish to remain silent, the interview must not begin or must stop, as appropriate. They must then have an opportunity to contact and consult with a lawyer, and to have him present during any subsequent questioning if they desire. If they cannot obtain a lawyer and they indicate that they want one before speaking, their decision to remain silent must be respected. They should then be referred to the appropriate Staff Judge Advocate. The security policeman should call the Staff Judge Advocate, advise him of the subject's and parents decision, and inform him that they have been referred to the Staff Judge Advocate for appropriate assistance. A juvenile must not be threatened, tricked, or coaxed into waiving any of his rights. If he and his parent waive their right to be represented by a lawyer, the interview may be accomplished in the presence of the parent. If the parent does not desire to be present during the interview, then at least two security policemen must be present. If a parent or lawyer is present during the interview, questions are directed to the juvenile and not his parent or lawyer. The parent or lawyer should never be allowed to answer for the juvenile.

Advisement of Rights for Females

Whenever a security policeman is advising a female suspect of her rights or when interviewing any female, he should make every effort possible to have another female present. In cases where a female witness cannot be obtained, the policy of having another security policeman present should be strictly enforced.

Exercise

a. Place an "X" beside those situations that are true concerning application of Article 31, UCMJ.

____1. Article 31, UCMJ, is used as a basis for advising persons, either military or civilian, of their rights against self-incrimination.

____2. Although a statement is not, in itself, an acknowledgment of guilt or an admission of guilt, it may become an admission after evidence has been established.

____3. If a person admits his guilt to an offense, the confession may be used as evidence if the security policeman advises the person of his rights immediately after the confession and a witness is present.

____4. When you deny someone of their privileges, you are in violation of Article 31, UCMJ.

____5. Unlawful inducement is a term used to describe the threat of bodily harm to a suspect.

6, If you interview a person concerning the commission of an offense, the person is not a suspect in a strict legal sense.

____7. You are questioning an individual and the information you receive is not self-incriminating in your opinion; thus, you are not required to advise the person of his rights against self-incrimination.

b. Place an "X" beside those situations that are true concerning the right of a suspect to have legal counsel.

____1. You are questioning a suspect about the commission of an offense. After answering two questions for you, the suspect indicates that he wants a lawyer. Since questions have already been answered, the suspect has waived his right to have legal counsel and the questioning may continue.

____2. A suspect has waived his rights to have legal counsel prior to a interview. The interview may then continue.

____3. A suspect has indicated that he wishes to have a lawyer present during questioning, but his financial situation prevents him from hiring a lawyer. Since the suspect is military, a judge advocate may be furnished to assist the suspect.

____4. You are questioning a suspect concerning the commission of an offense. The suspect has hinted to you throughout the questioning that he did not feel like being interviewed. You continued with the interview, because the suspect has not specifically stated that he did not want to be interviewed.

c. Place an "X" beside those statements that are true concerning receiving a statement of rights by a suspect.

____1. Shaking your head "no" is not an intelligent waiver of rights.

____2. If an intoxicated person makes a statement, it may not be admitted into court as evidence.

____3. If a suspect wishes to make a statement, but his lawyer is not present, the statement that is subsequently made may be used as evidence if the suspect later decides that the statement should not have been made without his lawyer present. The suspect was advised of his rights.

____4. "I don't care" is not sufficient for an intelligent waiver of rights.

____5. If the suspect doesn't understand his rights, the security policeman is not obligated to explain the rights to the suspect.

d. Place an "X" beside those statements that are true concerning the advisement of rights and interviewing civilians and juveniles.

____1. A parent must always be present when a juvenile is being interviewed.

____2. The advisement of rights for civilians in foreign countries is the same advisement given to juveniles.

____3. If the parent desires not to be present when the juvenile is being interviewed, at least two security policemen must be present at the interview.

____4. If a lawyer is present at the interview of a juvenile, the questions asked during the interview are directed to the lawyer.

____5. Females cannot be interviewed by themselves.

____6. If a civilian suspect consults with his lawyer and still refuses to give any information, the security policeman may compel the suspect to answer the questions.

____7. Under no circumstances will classified information be disclosed in front of a lawyer.

____8. If a civilian refuses to answer any of the questions of the security policeman, the security policeman documents this fact in a written report and forwards it to the Federal Magistrate.

____9. Security policemen interview civilians as well as military personnel, as long as the civilian is an employee on the base.

____10. Security policemen can interview a civilian witness only if the witness is cooperative and has a lawyer present.

____11. Any civilian suspect must have the right to legal counsel before security police interview him.

____12. Civilians are governed under Article 31, UCMJ, as are military personnel. The only exception is that civilians are governed by different provisions of the Article.

____13. As with military personnel, you must determine whether or not the civilian suspect understands his rights.

Check with your instructor; then proceed to the Supplemental Workbook, Exercise 9.

THE INTERVIEW

OBJECTIVE

Presented with a student/instructor witness/suspect, interview the witness/suspect and obtain a written statement with no more than five errors.

INFORMATION

MEANING. An interview is an informal questioning to obtain facts from persons who may have knowledge of an offense.

Persons Commonly Interviewed

The successful investigation of incidents and offenses depends in part upon the effective interviewing of complainants, victims, witnesses, and suspects encountered during the investigation. The objective of the interview is to get all possible information that may lead to the solution of an offense; obtain written statements if possible; and have statements which contain definite evidence sworn to and witnessed.

COMPLAINANTS. A complainant is a person who notifies the police of an actual or suspected offense. He is usually the victim of an offense, or one having knowledge of its occurrence. In interviewing complainants you must be considerate, understanding, tactful and impartial regardless of the motive for the complaint. It is necessary that security police calculate the motive for the complaint and insure that it is valid. To determine the nature of the offense, you must obtain all information possible considering the complaint, the nature of the offense often determines who will actually investigate the incident.

Witnesses: A witness may or may not be involved in an offense, but he knows something that can help establish the true facts. He must be sought out by the investigator when he does not voluntarily come forward to present his knowledge of the incident. As a security policeman you must develop the technique of encouraging witnesses to recall and relate facts exactly as they were observed, and question them to make sure their imaginations are not being used to compensate for loss of memory. In addition, you must lead a witness toward accurate statements of fact by pressing them to recall in detail their observations and experiences.

Suspect: A suspect is one accused or suspected of having committed an offense punishable under the provisions of the UCMJ. When interviewing suspects you must consider their emotional state, particularly in crimes of violence. Frequently, suspects have unsupported beliefs regarding the circumstances connected with the offense. Their observations may be partial and imperfect because of hysteria or shock at the time of the offense; their memories may be impaired by excitement and tension under questioning. You must act quickly, but be patient and thorough, so as to obtain from the suspect as accurate an account as possible of circumstances that exist. immediately before, during, and after the incident. Suspects must be advised of the offense being investigated and their rights concerning self-incrimination.

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PRINCIPAL. A principal is one who commits an offense punishable under the provisions of the UCMJ, or aids, abets, counsels, commands, or procures its commission. When interviewing principals you must consider their emotional state particulary in crimes of violence. Principles must be informed of the offense being investigated and their rights concerning self-incrimination.

Interviews other than those conducted at the scene of an incident or offense, are planned carefully and thoroughly to prevent repetition. You must review all developments in the investigation before the interview, and consider the relationship of the person being interviewed to the investigation (that is complainant, witness, suspect, victim or principal).

NOTE. As a three level security policeman it is highly unlikely that you will be assigned to an investigation section of a security police unit, however, it is essential that you be familiar with the proper procedures for planning and conducting a formal interview for you may be placed in a situation were by you may be required to assist security police investigators in an investigation.

Planning the Suspect Interview

When a suspect is apprehended in the act of committing an offense, the interview takes place immediately. In other instances, interviews are conducted only after sufficient information is secured and the background of the suspect is thoroughly explored.

Planning for the interview is just as important as the actual interview itself. Effective planning must be thorough, systematic, and practical. In preparing the plan, you must consider in detail such factors as background information, time and place, length, contents of plan, and checklist.

BACKGROUND INFORMATION. A gathering of all available information on the person being interviewed is a must. Background information includes such data as education, character, reputation, associates, habits, and past records of the individual(s) being interviewed. In addition, you must acquaint yourself with all the facts established as a result of the investigation. When interviewing suspects, background information and the facts established will enable you to classify persons as known suspects whose guilt is reasonably certain on the basis of the evidence available, or persons whose guilt is doubtful or uncertain because of the evidence or lack of evidence.

TIME AND PLACE. Unless you interview a suspect immediately after the commission of an offense or decide to question him without previous notification, hold the interview at security police headquarters where, if necessary, stenographic notes can be taken. During the interview, seat the suspect in a plain chair where his reactions and physical motions can be observed closely. The interview room should be plainly but comfortably furnished, without items which may cause distraction. Locate tables, desks, and other furnishings where they do not impair observation of the suspect.

LENGTH. No time limit is placed on the duration of the interview except that it must not be so long and under such conditions as to constitute unlawful influence (duress). Questioning for many hours without food, sleep, or under lights that are glaring has been held to constitute such duress as to invalidate a confession. A suspect may be questioned at length in an attempt to break down his resistance, or he may be questioned for short periods of time as a test of his consistency. However, each time he is interviewed he must be advised of his rights. Always consider the physical condition of the person being interviewed as well as his emotional stability. Once the suspect begins to reveal pertinent information, do not interupt him.

PLAN. Base your plan for the interview on background data, information, or direct evidence received from victims and witnesses, physical evidence, and reconstruction of the crime scene. The plan considers the various means of testing the truthfulness of the suspect and gaining a psychological advantage over him through the use of known facts and proper use of time, place, and environment.

CHECKLIST. In planning for the interview the investigator would prepare a checklist of the following questions:

- Has the crime scene been carefully and adequately searched for real evidence?
- Has all available evidence been obtained?
- Have all persons known to have knowledge of the offense been questioned?
- Have all files been checked for pertinent information?
- Have the elements of legal proof been checked?
- Are all details of the investigation firmly fixed in your mind?
- What information should be obtained from the suspect?
- Is the interview room properly prepared?
- Is the interview plan complete?

The sketch of questions to ask the suspect largely depends on the nature of the offense and the data that has already been collected from the notes initially developed at the scene, background information, and any additional information gathered from other sources. Your questions must include the who, what, when, where, and how of the incident or offense you are investigating.

Conducting the Interview

Success or failure of the interview is determined by your ability to obtain facts and confessions. There are two major techniques of interviewing that are used for the purpose of gathering the same type of information but through different methods. These will be discussed later, but prior to discussing the interview techniques we must first discuss your initial actions as the investigating security policeman.

INTRODUCTION. Usually you and the person to be interviewed are strangers; therefore, introduce and identify yourself and all other personnel present. Begin the interview by making a general statement regarding the purpose of the interview (and if a suspect advise him of his rights). However, never disclose any knowledge of the case you have already gained. The introduction should be made in a manner to establish a friendly relationship between you and the person being interviewed. A good way to approach a stranger is to ask his help rather than require it. In some instances, casual conversation of informal statements are more effective than briskness.

ATTITUDE OF INVESTIGATOR. Your attitude contributes much to the success or failure of the interview. Be friendly, yet businesslike. Try to lead the person being interviewed into conversation and then direct the conversation toward the subject under investigation, if a witness, or to the individual himself if a suspect. Permit the individual to give an uninterrupted account and make mental notes of inconsistencies, or discrepancies that may require clarification by later questioning. Take into account the subject's prejudices, interests, beliefs, and personal loyalties to friends. Avoid antagonizing the person, using profanity, making violent statements, pacing the floor, or fumbling with objects. The objective is to encourage, not discourage, the person to tell all he knows about an offense. Because of the importance of admissions and confessions, you must become skilled in the art of interviewing. You must master the variety of questioning techniques, learn to judge the psychological strength or weakness of others, and learn to take advantage of your own particular abilities in questioning any suspect or reluctant witness. Do not presume guilt of the person being interviewed. Act as naturally as possible under the circumstances. If a suspect begins admitting the offense, DO NOT make deals or become overeager.

CONTROL OF THE INTERVIEW. Although discussing unrelated matters sometimes puts the person being interviewed in a more responsive mood, you must maintain control of the interview at all times. If the person becomes evasive and uncooperative, a more formal approach may be indicated, such as asking direct questions, taking notes, and becoming more aggressive and demanding.

INDIVIDUAL RIGHTS. Security policemen have no legal power to compel a person being interviewed to divulge information. However, you may ask the person to disclose what he knows. Whenever a Security Policeman is confronted by an uncooperative witness, he should point out the witness' duty under the Uniform Code of Military Justice. If the man continues to be uncooperative, he should point out the circumstances in his report. A man cannot order another to give testimony which may incriminate him. When a person being interviewed is a suspect you must advise him of his rights each time before he is questioned and have him admit that he has been so advised. Any information revealed prior to the advisement of rights cannot be used as evidence in court.

Exercise

a. Place an "X" beside those statements that are true concerning procedures used for planning an interview.

____1. The interview must take place immediately after the offense has occurred.

____2. Planning an interview is just as important as the interview itself.

____3. Gathering background information on a person is needed only if there is a great deal of certainty that the suspect is guilty.

____4. The interview room should not be cluttered with a great deal of distractions.

____5. All interviews are held at security police headquarters.

____6. The interview should occur during 1 day, rather than breaking the interview into small daily increments.

____7. Part of planning the interview is to have stenographic notes always available.

____8. Your interview plan is designed to test whether or not the information you received from the interviewee is true or not.

____9. The checklist you prepare constitutes the majority of questions you will ask during the course of the interview.

____10. The questions you ask during the interview depend on the nature of the incident.

b. Match the interviewees with their characteristics.

CHARACTERISTICS

____1. One who has interest in the prosecution of another.

____2. One who is suspected of committing the offense.

____3. Notifies you of a suspected offense.

____4. One whose emotional state must be carefully considered.

____5. One who must be given a considerate and understanding approach when interviewed.

____6. One who can help to establish the true facts.

____7. One who must be pressed for details on their observation.

INTERVIEWEE

a. Complainant

b. Suspect

c. Witness

c. Place an "X" beside those situations that are true concerning procedures to be used during the initial phases of the interview and the interview process itself.

1. You are a security policeman conducting an interview. You walk into the room where the person to be interviewed is sitting. You introduce yourself and mention what you already know about the case.

2. When you approach an individual to be interviewed, your initial action is to give your reason for asking the individual to subject himself to questioning.

3. Controlling the interview always falls in the hands of the security policeman.

4. Assume a dominant air in the interview situation. Never assume a "Friendly" disposition. Always remain businesslike.

5. If the individual being questioned is a suspect, you must advise the individual of his rights before you ask any questions.

6. Since you are a government employee, you have the legal right to compel an individual to give information.

7. When interviewing an individual, it is a good idea to either pace the floor, fumble objects, or use strong language so the individual knows that you mean business.

8. The success or failure of an interview depends on the amount of information you received from the person being interviewed.

Check with your instructor; then proceed to your Supplemental Workbook Exercise 8.

APPROACHES TO THE INTERVIEW. Several approaches are available to the security policeman when interviewing a suspect. You may use the direct, indirect or emotional approach or a combination of the three. However, whichever approach is used you must use extreme caution to avoid charges of coercion, hope or reward, or expressed or implied promises of immunity or benefit. When determining the approach to be used you must look at the character and background of the person being interviewed, the known facts of the offense, and the real evidence available.

Direct Approach. The direct approach is generally used where guilt is reasonably certain. You assume an air of confidence about the suspect's guilt and point out the evidence that indicates guilt. Urge the suspect to tell the whole truth, but avoid threatening words. You may ask questions, but never promise leniency or clemency. In the direct approach the questioning is designed to develop a detailed account of the suspect's activities before, during, and after the time the offense was committed.

Indirect Approach. The indirect approach is exploratory in nature. It is usually employed when interviewing a suspect whose guilt is uncertain or doubtful. Alibis offered by the suspect should be checked to determine their truthfulness. Facts that are definitely known to you and suggest the suspect's guilt should be used in formulating questions to test his reactions and to determine whether he is inclined to lie. When evidence is lacking or is weak, proceed cautiously to place the suspect in a position where he will be forced to distort or alter facts that are definitely known to you. The suspect should then be requested to explain any discrepancy or distortion of factual information. You may, at times, imply that much more is actually known by making statements or by asking questions that lead the suspect to believe that the answers are already known. After this situation has developed, revert to direct questioning to obtain an admission or confession.

Emotional Approach. The emotional approach is designed to play upon the emotions of a person. Since certain body actions may indicate nervous tension, you may desire to point out these signs of nervous tension to the person being interviewed. You may discuss the moral seriousness of the offense, emphasize the penalty, and appeal to the suspect's pride or ego, guilt, fear, like or dislike, or his hate and desire for revenge. This type of approach may lead to emotional breakdown and confession. Due to the possible results of this approach it is recommended that the interviewer exercise extreme caution when putting it to use.

Approach to Interviewing Witnesses and Complainants. Any of the approaches discussed for interviewing suspects may also be applied to witnesses, however, your attitude and method used to question witnesses takes on a broader horizon. Keep in mind that witnesses assist in gathering the facts. A witness is not treated as a suspect until you have reason to believe, based on sufficient evidence, that he may become a suspect. When interviewing witnesses the indirect approach is the best method to use. It amounts to a discussion carried on in conversational tone that permits the person being interviewed to talk without having to answer direct questions. Facts and information gathered from shy or nervous persons may oblige you to obtain the information piecemeal. Try to interview such persons in their normal environment and remain as casual and calm as possible. Allow the talkative person to speak freely and to use his own expressions, but keep him on the subject by asking appropriate questions, any of which, if answered, will disapprove their claim that they know nothing at all. Permit unreliable persons to give their versions of an incident, for they may, through contradiction or denial, trip themselves into admissions through which true facts can be obtained. Disinterested persons usually reveal more information if you can arouse their personal interest. Always try to put uneducated witnesses at ease and help them express themselves as best they can, but Do Not put words in their mouths. Flattery is often successful when persons who brag are interviewed. Information gained from some witnesses must be confirmed if it is to be useful. Obtaining information from complainants is basically the same except that a formal interview is not normally required unless the complainant is the victim or a witness to an offense.

Evaluation of the Findings. During the interview continually evaluate the person by observing his reactions to questions, unwillingness to cooperate, or nervousness. Be alert for any signs of emotional disturbance or tension that may indicate fraud or guilt. Evaluate the information given by the suspect in respect to know facts, the testimony of the victims and witnesses, and the physical evidence available. The person's reactions during the interview, combined with background information previously obtained, usually indicates whether or not that person is telling all he knows.

Documenting Facts of the Interview

PERSONAL NOTES. Although note taking has been previously discussed, it is, essential that you beware of certain procedures to follow when taking notes during an interview. Complete and accurate notes will be used to support your eventual testimony in court. Notes taken during the interview are an expansion of your original notes taken at the scene of the incident or offense and are just as critical. By noting pertinent facts as they are developed, you will be able to detect inconsistencies and errors or discrepancies in the statements of the person being interviewed. By evaluating these inconsistencies and discrepancies you can require clarification. Most people have no objection to note taking; but if a person appears to be nervous or resent the note taking, you must wait until the interview is completed. Never allow note taking to hinder the progress of the interview. If notes are not taken, you must consider the length of each interview session. If notes are not taken you must make mental notes of the progress. You should not permit the interview to continue beyond the point where you cannot recall pertinent data and record the information while it is still fresh in your mind. Under these circumstances the interview should be conducted in parts to allow you sufficient time to write, review, and evaluate your notes. Keep in mind that the facts noted are the original source material used in writing a complete report and that you may be required to use them when testifying in court at a later date. For this reason all notes should include the case number, complete identification of the person interviewed, names of other persons present, the date and time of interview, and a summary of information brought out during the interview.

USE OF TAPE RECORDERS. Tape recordings of interviews are seldom admitted as evidence in court. Due to the complicated legal requirements the use of tape recorded interviews is not recommended. Tape recordings must be retained with strict adherence to chain of custody requirements pending completion of any court action. A transcribed manuscript of the tape recording should be accomplished and accompany the tape. Air Force Policy dictates that permission of the interviewee should be secured prior to the taping of any suspect interview. Usually the sight of a microphone or tape recorder will act as a deterrent in an interview, thus causing the suspect to be hesitant in his comments. Recorded interviews are normally restricted to those serious offenses involving complicated details.

Exercise

a. Match the type of interview approach with their characteristics.

____1. Used to question a person whose guilt is almost certain.

____2. Assume an air of confidence.

____3. Designed to play upon the emotions of a person.

____4. You discuss the moral seriousness of the offense.

a. Direct approach

b. Indirect approach

c. Emotional approach

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____5. Confront the suspect continually with evidence to nullify his alibis.

____6. You imply that much more is known than actually is.

____7. Exploratory approach to interviewing.

____8. Use facts already known to be true to formulate questions.

____9. Emotional breakdown and confession may result.

____10. Questioning is designed to develop a detailed account of the suspect's activities, before, during and after the time the offense was committed.

b. Place an "X" beside those statements that are true concerning interviews with complainants and witnesses, and evaluations by the security policeman.

____1. In questioning witnesses and complainants, you can use all of the interviewing techniques, except for the direct approach.

____2. Flattery is best used on a witness who is shy and does not feel like responding.

____3. A witness becomes a suspect when you have evidence that you feel is sufficient to indicate his possible involvement.

____4. Refrain from using facts gained from other evidence with facts drawn from the interview.

____5. When interviewing witnesses the indirect method is the best approach to use.

____6. Disinterested persons usually do not reveal much information; thus, never spend much time with these persons.

____7. Shy and nervous witnesses should be treated with a calm and casual approach by the security policeman.

____8. Evaluate the information given by the suspect in respect to know facts, the testimony of the victims and witnesses, and the physical evidence available.

____9. During the interview you should continually evaluate the person by observing his reactions to questions, unwillingness to cooperate, or nervousness.

____10. The persons reaction during the interview is not important since you are in possession of real evidence.

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c. Place an "X" beside those statements true concerning note taking and use of tape recordings during the interview.

____1. Complete and accurate notes taken during the interview will be used only to support the contents of the investigative report.

____2. Notes during an interview must contain at a minimum the case number, complete identification of the person interviewed, names of other persons involved, date and time of interview, and a summary of information brought out during the interview.

____3. By noting pertinent facts as they are developed, you will be able to detect inconsistencies and discrepancies in the statement of the person being interviewed.

____4. When notes are taken you don't have to consider the length of the interview because they won't be used any way.

____5. Tape recording of interviews are seldom admitted in court.

____6. Air Force policy on the use of tape recorders dictates that permission of the interviewee is not necessary for use of the recorder.

____7. Usually the sight of a tape recorder in an interview will act as a deterrent in an interview.

Check with your instructor; then proceed to Supplemental Workbook, Exercise 10.

Statements and Administering Oaths

STATEMENTS. Written statements serve as permanent records of the testimony of accused persons, suspects, victims, complainants and witnesses. The written statement may be used in court as documentary evidence attesting to what was told to the security policeman, to refresh the memory of the maker of the statement, or the memory of the security policeman. The following forms are used to obtain written statements:

AF Form 1168 Statement of Suspect
AF Form 1169 Statement of Witness
AF Form 1170 Continuation Sheet for AF Forms 1168/1169

The AF Form 1168 is used to record statements obtained during an investigation from a person accused or suspected of an offense.

The AF Form 1169 is used for recording statements obtained from persons other than the suspects or accused (i.e., victims, complainants, witnesses, etc.).

The AF Form 1170 is used as a continuation sheet for AF Forms 1168/1169 and records the official signature and swearing of the oath by all parties concerned.

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Preparation of Statement Forms

THE HEADING. The heading will record the place, date and time of the interview in the appropriate location as indicated on the form (see attachment). The identification of the individual making the statement will include his rank, name, and SSAN. The security policeman taking the statement will be identified by his rank, name and job title (see attachment A_).

The Statement. The statement is normally handwritten in the first person. The statement can be printed or written; the determining factor being, that which is *most legible.* Always encourage neatness on the part of the person writing the statement. A security policeman might need to write/type the statement for an individual when a personal impairment (i.e., nervousness, injuries, inability to see. . . .) would prevent that individual from accomplishing it himself. If you assist in writing the statement, it must be written exactly as given. *DO NOT* add or delete any words or paraphrase any portion of the statement given. Insure that a sentence is included specifying that the statement is being recorded by the security policeman as dictated to him. (see example)

I have had SSgt Bill R. Kelch type this for me as I dictated it to him.

A written statement should record as accurately as possible all specific facts, descriptions and details that may have relevance to the offense or incident being described. The writer should organize his statement as follows:

a. Set the Scene: Begin by stating the date, time, and location of the incident.

b. Follow logical Sequence: Explain step by step, from beginning to end, exactly what occurred or was observed by the writer.

The Initials. When the writer has completed his statement, he must review it and initial the beginning and ending of each paragraph, all corrections, crossovers, errors and any words which appear to have been altered or changed in manner. Also, if any unused portion or blank space remains on the form(s) a "Z" should be drawn to fill the unused space and be initialed in all four corners. In addition each page of the statement must be numbered and initialed by the writer in the lower right hand corner of the form(s). (see example)

The Oath. In order for the statement to be valid in court, it must be shown that the legal process of the law has been followed concerning the protection of individual rights. Oaths are administered to insure that the person who gives the statement indicates that it is true and correct to the best of knowledge, and that he has given the statement of his own free will and without coercion, unlawful influence, or unlawful inducement.

Security Policemen conducting investigations are authorized to administer oaths for the purpose of obtaining statements from those individuals involved in security police investigations. This authority stems from the UCMJ, Article 136 (Authority to Administer Oaths and to Act as Notary), paragraph (b) (4).

There is no particular procedure which must be followed in administering an oath. Any procedure which appeals to the conscience of the person to whom the oath is administered and which binds him to speak the truth is sufficient. The customary procedure in administering an oath consists of:

a. The raising of the right hand by both the individual administering the oath and the individual taking the oath at the time of the reading thereof and the response thereto.

b. Do you swear (or affirm) that this statement is the truth, the whole truth, and nothing but the truth? So help you God.

After administering the oath, the statement form is signed in the following sequence by (1) the person giving the statement, (2) The witnesses present during the oath and (3) the individual who administered the oath.

NOTE: In preparing the Statement of Witness (AF Form 1169) and the Statement of Suspect (AF Form 1168) the provisions are the same, however, the Statement of a suspect contains an additional requirement to document the specific "offense" being investigated and the verification of the suspect's advisement of rights. This *MUST* be completed before the suspect writes the statement.

Part 1 of the Statement of Suspect is the acknowledgment of rights. The suspect should cross out and initial all inapplicable words. The suspect will then read and initial each of the eight listed elements of his rights. Next, the suspect will read the last paragraph on part 1 and cross out and initial one of the statements (I do want a lawyer) or (I do not want a lawyer). Finally, the suspect will verify that he read and understood all information listed in Part 1 by signing his name. The security policeman and a witness will also sign Part 1 in the appropriate places provided.

Special Instructions

- Encourage the writer to limit his statement to one or as few paragraphs as possible. This will minimize the required necessity to initial each paragraph and result in a neater, more readable statement.

- Insure that the statement is written in black ink. This is necessary to insure clear and readable copies when duplications are required.

- Review the statement to insure that it contains all relevant facts discussed during the interview. If it is necessary to help an individual formulate his statement, use only those statements actually discussed during the interview.

The ability of the security policeman to secure complete and accurate statements will contribute significantly to the unit mission and the successful prosecution of violators.

For clarification and understanding of the correct procedures for accomplishing statements, examine carefully those examples provided on the following pages and the attachment in the rear of the text.

SW L3ABR81132

STATEMENT OF SUSPECT

PART I — ACKNOWLEDGMENT OF RIGHTS

I, AIC LIPPIT, Marsha W., FR 102-82-0454, WHMC, LAFB , state that before I was questioned by SSGT AMES, Alan L., FR 430-23-6171, 3700th SPS , he identified himself to me as Security Policeman , USAF. He told me that I
(Special Agent OSI, Security Police Investigator; etc.)

was suspected of being involved in the offense(~~s~~) of Disorderly Conduct

He told me, and I understand that:

(1) I have the right to remain silent, that is, say nothing at all;
(2) Any statement I make, oral or written, may be used as evidence against me in a trial or in other judicial or administrative proceedings;
(3) I have the right to consult with a lawyer;
(4) I have the right to have a lawyer present during this interview;
(5) I may obtain a civilian lawyer of my own choosing, at my own expense;
(6) Civilians: If I cannot afford a lawyer, the Air Force will give me reasonable assistance in obtaining a civilian lawyer;
(7) Military: If I wish, a military lawyer will be appointed for me free of charge;
(8) I may request a lawyer any time during the interview;
(9) If I decide to answer questions without a lawyer present, I may stop the questioning at any time.

I have also read the foregoing language. I completely understand my rights. I do not wish to exercise my right to remain silent. (I do not want a lawyer.) I want to make the following statement voluntarily and of my own free will. No promises or threats have been made to me and no pressure or coercion of any kind has been used against me.

WITNESS: William Kelch

Marsha W. Lippitt
(Signature)

Alan L. Ames
(Signature of Interviewer)

1905 Hrs., 3 Mar 73, Lackland AFB, Texas
(Time, date and location)

PART II — STATEMENT

I am having SSgt Ames type this statement for me as I dictate it to him.

On the day of 3 March 73, I was casually riding by Rod's barracks. I saw his car sitting outside his barracks, 10360 and I stopped. I got out of my car and started to talk to Larry, a friend of Rod's. This all took place at approx. 1430 hrs. I was casually talking to Larry when Rod told me to leave. I just said that I wasn't bothering him when he said that I was. Rod started using profane lanquage toward me. He called me a bitch and told me to get the hell out of there. I asked him to give me the $10.00 he owed me. Rod wouldn't pay and told me I was lower than any snake in the grass. Rod said he didn't have the money and I got mad and went to his car to get my tape back. Rod grabbed the tape and pushed me telling me to get the hell out of there. I said some things, I can't remember exactly what, but I was mad at him. Rod said he was goin' to call the cops. I decided to leave and asked Larry if he wanted some beer. He said yes and gave me the money for it. A girl I know, Kathy Fisher, was there and she went with me. When we got back I gave Larry the beer and Rod told me to leave, so after awhile I did and Kathy went with me. Later, I don't know what time it was, I stopped to talk to larry and again Rod started calling

CONTINUATION SHEET FOR AF FORM 1168 and 1169.

MWL
me names that I don't want to mention. I then got mad and started MWL ~~and started~~ throwing some lanquage of my own around. He then slapped me with an open hand and started pushing me to the ground. Larry told him to leave me alone and he said no! He told me that he was going to call the cops and I said that was fine with me. So, Rod went inside the barracks and called the Security Police. MWL

MWL MWL

NOT USED

MWL MWL

I further state that I have read this entire statement, initialed all pages and corrections, and signed this statement, and that it is correct and true as written.

WITNESSES:

Willie Kelah
(Signature)

(Address)

(Signature)

(Address)

Marsha W. Lippit
(Signature)

WHMC, Lackland AFB, Texas
(Address)

Subscribed and sworn to before me, a person authorized by law to administer oaths, this

3 day of March 1973

at Lackland AFB, Texas.

alan L. Ames
(Signature of Person Administering Oath.)

ALAN L. AMES; SSGT, USAF
SECURITY POLICEMAN
(Type Name, Grade & Title of Person Administering Oath.)

AF FORM JUL 73 1170 PREVIOUS EDITION WILL BE USED.

PAGE 2 OF 2 PAGES
MWL MWL

SW L3ABR81132

STATEMENT OF SUSPECT

PART I

ACKNOWLEDGMENT OF RIGHTS

I, A1C BICEP, RODNEY L., FR 102-82-0454, WHMC, LAFB, TEXAS, state that before I was questioned by SSGT AMES, ALAN L., FR 480-22-6171, 3700th SPS, he identified himself to me as SECURITY POLICEMAN, USAF. He told me that I
(Special Agent OSI, Security Police Investigator; etc.)

was suspected of being involved in the offense~~(s)~~ RLB of Disorderly Conduct

He told me, and I understand that:

RLB (1) I have the right to remain silent, that is, say nothing at all;
RLB (2) Any statement I make, oral or written, may be used as evidence against me in a trial or in other judicial or administrative proceedings;
RLB (3) I have the right to consult with a lawyer;
RLB (4) I have the right to have a lawyer present during this interview;
RLB (5) I may obtain a civilian lawyer of my own choosing, at my own expense;
(6) Civilians: If I cannot afford a lawyer, the Air Force will give me reasonable assistance in obtaining a civilian lawyer;
RLB (7) Military: If I wish, a military lawyer will be appointed for me free of charge;
RLB (8) I may request a lawyer any time during the interview;
RLB (9) If I decide to answer questions without a lawyer present, I may stop the questioning at any time.

I have also read the foregoing language. I completely understand my rights. I do not wish to exercise my right to remain silent. ~~(I do want a lawyer.)~~ RLB (I do not want a lawyer.) I want to make the following statement voluntarily and of my own free will. No promises or threats have been made to me and no pressure or coercion of any kind has been used against me.

WITNESS: William Kidd

Rodney L. Bicep
(Signature)

Alan L. Ames
(Signature of Interviewer)

1535 hrs, 3 Mar 73, LACKLAND AFB, TEXAS
(Time, date and location)

PART II

STATEMENT

RLB I Rodney L. Bicep on 3 March 1973 at about 1400 hrs, was working on my car with two other persons Larry Goff and Kathy Fisher, both from WHMC. After we had been working for about 20 minutes Marsha Liggett came around. When I saw her I knew there was going to be trouble, Marsha has always thought she owned me and is very jealous of any girl that looks at me. She is also hot tempered. She got out of her car and asked me for the ten dollars she had loaned me. I told her that I didn't have it, but would give it to her when I got it. She then said RLB

AF FORM MAY 73 1168 PREVIOUS EDITION WILL BE USED. REPLACES AF FORM 1168A, DEC 72, WHICH WILL BE USED.

RLB She didn't care. She wanted it anyway. I again told her I didn't have it and reminded her that I had offered to pay her on pay day. But she had refused to take it. She then stated she wanted her money back by midnight or else. I then gave up trying to talk to her and went back to work on my car. She then began cursing me. I can't remember everything she said because I was trying to ignore her. A1C Lippit continued to curse me calling me a "Chauvinist Pig, a Son of a bitch and a two timing bastard". After asking her to leave about 20 times in five minutes, she still wouldn't leave. I gave up and started for the Dorm to call the Security Police. She asked me where I was going and I told her. She then said wait a minute, she wanted to talk to me. I asked her if she was going to leave and she said she would. I turned to to ~~talk~~ RLB Talk to her and she started screaming asking if I was going to take Kathy Fisher out that night. I proceeded to the Dorm to call the S.P.s when she yelled at me to listen to her. I told her I did not have to listen nor ~~[illegible]~~ RLB would I listen while she was yelling. I then asked her if she was going to leave and she said yes. I went back to my car and she asked Larry and myself if we wanted some beer. I told her if she was buying no, because that would be something else RLB

RLB Page 2 of 3 RLB Pages

CONTINUATION SHEET FOR AF FORM 1168 and 1169.

RLB she could buy me about. Larry then said that he would buy the beer. Marsha and Kathy went to get it. When they got back I asked Marsha if she was going to leave. She finally went but not before she could talk Kathy into leaving with her. After they left Larry and I worked on the car. Later we went to get something to eat. When we got back we started on the car again. Marsha returned and when I saw her I told Larry, here comes trouble. She got out of her car and talked for a few minutes and I said nothing. I finally asked her to leave, she got mad and cursed me and said it was a free country and she could stay if she wanted to. I then got mad and pushed her toward her car. She wouldn't go, I pushed her again and she threw beer on me and threatened me with the bottle. I ~~[illegible]~~ RLB grabbed her and threw her toward her car. She wouldn't leave. I took a swing at her but pulled it back, my fingers skinned her face. I then went to the dorm and called the Security Police RLB

RLB

NOT USED

RLB RLB

I further state that I have read this entire statement, initialed all pages and corrections, and signed this statement, and that it is correct and true as written.

WITNESSES:

William Kelch
(Signature)

(Address)

(Signature)

(Address)

Rodney L. Bishop
(Signature)

WHMC, Lackland AFB, Texas
(Address)

Subscribed and sworn to before me, a person authorized by law to administer oaths, this

3 day of March 1973

at Lackland AFB Texas.

Alan L. Ames
(Signature of Person Administering Oath.)

ALAN L AMES, SSGT, USAF
SECURITY POLICEMAN
(Type Name, Grade & Title of Person Administering Oath.)

STATEMENT OF WITNESS

Bldg #1020, Lackland AFB, Texas
(Place)

3 March 1973
(Date)

I, Pvt Cross, Larry R., FR 242-79-4807, WWMC, LAFB, hereby state that SSgt [illegible], Alan L., FR 400-33-6171, 3700th SPS has identified himself to me as a Security Policeman USAF.
(Special Agent AFOSI, Security Police Other- Specify)

I do hereby voluntarily and of my own free will make the following statement without having been subjected to any coercion, unlawful influence or unlawful inducement.

On 3 March 1973 at approx 1400 has Rod Bice and I was working on Rod's car. Kathy Fisher was There also discussing The sale of her Tires. At That time Marsha Lippit pulls up In front of The parking lot looking extremely mad. She She Jumps out of The car yelling at Rodney That he wasn't supposed to see anyone That night and There Kathy was. He didn't answer her back and Marsha got even more frustrated. She said "give me my $10.00 you owe me, I need it know" Rod say's "I dont have The ten now or I would, just to keep you from yelling and Bugging me", Then Marsha yells, "sure like hell you'll pay me!" "Your a Two Timing Bastard Rodney, Just a Bastard". Rod Then called her a Bitch and Told her To get The hell out of There or he would call The SP's. Marsha Told him not To call cause she was leaving, besides if she was a Bitch he was a son of a Bitch. Instead of leaving Marsha went over To his car and Took one of his Tapes. Rod had a Bunch of 8 Track Tapes on The Front seat. He Told her To get The Tape Back where she got It. She Refused yelling "This is mine and I am going To Take It". Rod went over and grabbed The Tape from her. They argued and Rod got The Tape back. Rod Told her again That he was going To call The cops and she ~~[illegible]~~ said she was going. She asked if we wanted some Beer and I said yes Just To get her out of There. Marsha left and Took Kathy with her. I guess maybe a half hour later They Returned with The Beer. (I paid for It) Marsha

AF FORM JUN 72 1169 PREVIOUS EDITION WILL BE USED

Page 1 of 2 Pages

SW L3ABR81132

CONTINUATION SHEET FOR AF FORM 1168 and 1169.

LBG made sure Kathy left with her. Rod LBG and I worked on the car and went to get something to eat. We had been back maybe 20 minutes when Marsha came back by herself. She started bugging Rod about Kathy. Rod told her it was none of her business and asked Marsha to leave, but she refused saying it was a free ~~world~~ LBG country and she could go wherever she wanted. Rod was mad but kept asking her to leave. She started calling him names so he started pushing her toward her car and telling her to get the hell out of there. Marsha threw some beer on him and he hit her with an open hand on the face. Marsha was really mad and Rod said he was going to call the police. Marsha said go ahead and Rod went to the BKS. A few minutes later the S.P.'s came and picked us up. LBG LBG

NOT USED

LBG LBG

I further state that I have read this entire statement, initialed all pages and corrections, and signed this statement, and that it is correct and true as written.

Larry B. Goff
(Signature)

WHMC, Lackland AFB, Texas
(Address)

WITNESSES:

William Kelch
(Signature)

(Address)

(Signature)

(Address)

Subscribed and sworn to before me, a person authorized by law to administer oaths, this

3 day of March 1973

at Lackland AFB, Texas.

Alan L. Ames
(Signature of Person Administering Oath.)

ALAN L. AMES, SSGT, USAF
SECURITY POLICEMAN
(Type Name, Grade & Title of Person Administering Oath.)

PAGE 2 OF 2 PAGES
LBG LBG

Exercise

a. Match the title of the form on the left with the correct form number on the right by placing the number in the blank space provided.

FORM TITLE	*FORM NUMBER*
____a. Statement of Suspect	1. AF Form 1169
____b. Statement of Witness	2. AF Form 1168
____c. Continuation Sheet	3. AF Form 1170

b. Place an "X" beside those statements that are true concerning procedures used when obtaining a statement.

____1. The continuation sheet is only used when the statement must be carried over to a second sheet.

____2. If a suspect makes a mistake on the statement form, corrections may be made only with the consent of the suspect.

____3. The security policeman cannot assist in the actual writing of the statement.

____4. The suspects initials are placed at the beginning and ending of each paragraph.

____5. All corrections of mistakes made on the statement forms must be initialed by the security policeman.

c. Place an "X" beside those statements that are true concerning procedures to be used when administering the Oath.

____1. In order for a statement to be valid in court it must be shown that the person giving the statement did so of his own free will.

____2. Security policeman are not authorized to administer the oath; this act must be done by either an OSI agent or a person in the Staff Judge Advocate's Office.

____3. In administering the oath there is a set procedure to follow.

____4. In administering the oath the person receiving the oath may be asked to place his hand upon a bible while the oath is administered.

____5. The only person required to raise his right hand during the oath is the person taking the oath.

____6. After the oath is given, the statement is signed by the person giving the statement, witnesses present at the time the oath is given, and the individual administering the oath.

NOTE: Be prepared to accomplish a written statement with minimal instructor assistance.

THE INVESTIGATIVE REPORT

OBJECTIVE

Given data concerning an incident, prepare a DD Form 1569, Incident/Complaint Report, with no more than 10 errors.

INTRODUCTION

This portion of the study guide and workbook is designed to provide you with the fundamental understanding of the purpose and procedures for completion of DD Form 1569, Incident/Complaint Report. Your instructor will explain all matters not covered by the text and answer all related questions. Read this material carefully and complete any additional assignment given by your instructor.

INFORMATION

The report of investigation is an official record of all pertinent information disclosed by the investigation and consists of data accumulated by the investigating security policeman and attachment of statements. It is prepared by the security policeman conducting the investigation and submitted to the appropriate commander through normal Air Force channels. It provides the unit and installation commander and the Staff Judge Advocate or trial counsel with a permanent record of the facts of an offense, the alleged perpetrator, witnesses and other persons involved, the nature and location of evidence, and other matters concerning the offense. The report serves as the basic document for proceeding with court-martial action or other administrative procedures deemed necessary by the commander.

Preparation of the Report

ORGANIZATION AND FORMAT. Study and classify your notes and exhibits before beginning to write your report. Carefully consider the general arrangement of the material so you can write the report quickly and accurately. The report must be written in past tense; in third person; in simple easy to understand language (no slang or jargon); using complete sentences. It should present, in an orderly manner, a clear word picture of all facts disclosed by the investigation in a logical and comprehensive sequence.

Past Tense. All security police reports are written some time after the incident or offense has occurred and after some sort of investigation has taken place. Therefore, all security police reports should be written in the following manner (parts of words underlined illustrate usage of the past tense):

> At 2100 hrs., 10 Apr 74, the Law Enforcement Desk Sergeant received an anonymous telephone complaint of a disturbance at the NCO Club. RABER and JOHNSON (patrol 5) *were* dispatched and arrived at the NCO Club at *2107 hrs.* RABER and JOHNSON entered the NCO Club and observed a Master Sergeant (USAF) strike with his fist the face of an individual in civilian clothes . . . .

Third Person. All security police reports must relate all facts in an impersonal manner. Therefore, the report should read as though it was written by someone who was not physically involved in the incident. One rule to remember when writing in the third person to never use such words as me, I, us, we, etc., all of which make reference to a first person. In the following example all the words or phrases underlined represent a sample of third person writing.

> At 2100 hrs., 10 Apr 74, *the Law Enforcement Desk Sergeant* received an anonymous telephone complaint of a disturbance at the NCO Club. *RABER and JOHNSON (patrol 5)* were dispatched and arrived at the NCO Club at 2107 hrs. *RABER and JOHNSON* entered the NCO Club and . . . .

Clear Word Picture. All security police reports should be written in a descriptive manner so as to give the reader an accurate mental picture of the occurrence. In the following example all words or phrases underlined will represent a sample of clear word picture writing.

> At 2100 hrs., 10 Apr 74, the Law Enforcement Desk Sergeant received an anonymous telephone complaint of a disturbance at the NCO Club. RABER and JOHNSON (patrol 5) were dispatched and arrived at the NCO Club at 2107 hrs. RABER and JOHNSON *entered the NCO Club and observed a Master Sergeant (USAF) strike with his fist the face of an individual in civilian clothes* . . . .

A Logical and Comprehensive Sequence. In these examples of a report, the sequence followed is as it actually occurred. The first occurrence recorded is the desk sergeant receiving the complaint. Second, the dispatch of the patrol. Third, the arrival of the patrol at the scene. Fourth, the action of the patrol members and what they observed.

CONTENT. Include in the report everything relevant to prove or disprove the alleged offense. DO NOT put any recommendations for corrective actions, personal opinion, or conclusions in the report. As a security policemen, we merely act as a reporting agency. We report all pertinent facts regarding a case as we know them from personal knowledge, factual evidence, and statements from suspects and witnesses. As security policemen, we DO NOT attempt to do the jobs of the judge, jury, or prosecutor.

ACCURACY. Accuracy in a report is attained only by careful attention to detail. Application of the principles discussed below helps to promote accuracy.

Impartiality. Your report must include both favorable and unfavorable information pertinent to the investigation. Mitigating circumstances are also included.

Names. In preparing investigative reports it is necessary to fully identify all persons involved. Normally persons will be identified and categorized in specific blocks of the DD Form 1569 (Incident/Complainant Report), however when it is necessary to identify persons in block 10 (details of incident) utilize the following format. Identify persons by grade, full name (always last name first), social security account number, and organization, if civilian, by full name, address and position. The first time the name appears in the report the surname (last name) is typed in capitals. Each succeeding time only the surname is used. The following example illustrates the procedure used:

> MSgt SULLIVANT, John R., FR 177-30-6060, 28th Supply Squadron, was interviewed on 2 Dec 73, at 1330 hours, concerning the theft of government supplies from storage warehouse number 1. During the interview SULLIVANT denied any knowledge of such a theft . . . SULLIVANT was very cooperative and answered all questions, but refused to make a written statement.

Branches of the armed services utilize additional identifiers to categorize military personnel. A prefix preceeding an individuals SSAN identified him as enlisted. A suffix following an individuals SSAN identified him as an officer. There are three categories as follows:

(A) FR — Air Force Regular

(B) FV — Active Duty Reserve

(C) FG — Air National Guard

Completeness. Make the report complete. Every investigation conducted and report written should develop enough information to provide five basic facts: WHO, WHAT, WHEN, WHERE, and HOW. The following list contains some of the questions which should be answered to fully develop each of these facts:

WHO:

1. Who discovered the event?
2. Who reported it?
3. Who saw or heard anything related to the event?
4. Who had reason or motive to commit the crime?
5. Who did it?
6. Who did or could have helped before, during or after the event?
7. Who are the suspect's associates?

WHAT:

1. What happened exactly?
2. What crime was committed?
3. What are the elements of proof needed?
4. What were the actions of the suspect?
5. What information can the witness provide?
6. What evidence is available?
7. What was used to accomplish the act?

8. What special knowledge, skill or physical ability was necessary to commit the act?

9. What means of transport was used?

10. What property was involved?

WHEN:

1. Exactly when was the crime committed (time, day, and date)?
2. When was the event discovered?
3. When was notification received by police?
4. When did the first security policeman arrive at the scene?

WHERE:

1. Where was the crime committed?
2. Where was it discovered?
3. Where were the witnesses during the event?
4. Where was the victim found?
5. Where were the items of evidence located?
6. Where were the tools, etc., acquired?

HOW:

1. How was the act committed?
2. How did the suspect arrive at the scene?
3. How did the suspect depart the scene?
4. How was the event detected?
5. How were the tools used?
6. How were the tools obtained?

BREVITY. Although your report must be complete, keep it as brief as possible. However, completeness and accuracy must not be sacrificed for brevity.

STYLE. There is no set formula for achieving successful writing, but there are guidelines. For example, good writing is logical. It shows a thorough knowledge of its subject, but it never says more than necessary. Its outstanding characteristic is clarity — clarity obtained through simple everyday words; short sentences; and lack of complicated expressions and jargon. In other words, it is simple, clear, and direct.

The basic purpose of all writing is to get a message across to the reader; it must convey exact meaning. To serve this purpose well, it must be capable of being quickly read and easily understood.

If your writing isn't clear, the reader won't know what you are trying to say. If you don't say what you mean the first time, someone has to waste his valuable time trying to figure out what you mean or he has to ask for clarification. If you are wordy, he wastes valuable time getting your message. If your choice of language is unusual, too mechanical, or formal, he loses interest. And, if your thinking is illogical or biased, he won't accept your solution.

Effective report writing cannot be overemphasized. Your report reflects your total effort. You may be an outstanding security policeman and be able to research facts, or conduct the perfect interview, but all this skill will be in vain if your efforts cannot be condensed in writing with accuracy. The statements made by witnesses, victims and suspects, standing alone do not tell the complete story. They do, however, point out the circumstances as seen by individuals. The statements taken during an investigation, the evidence gathered and your personal observations must be condensed into a concise explanation of all relevant circumstances surrounding the incident.

Security police investigations are recorded on DD Form 1569, Incident/Complaint Report. The following is a sample of such a report. We have used the three statements discussed previously to compile this sample. The report contains all essential information concerning the incident. Read the report carefully and compare it with the statements of the three individuals. You will notice that while the statements only reflect the situation as given by the individuals, the report itself is concerned with WHO, WHAT, WHEN, WHERE, and HOW of the incident and contains other information relevant to prove or disprove the alleged offense.

When all the facts are gathered the report is typed and forwarded to the commander for review and necessary action. The complete report will have attachments which should be arranged in a logical sequence as dictated by base policy.

NOTE: Investigations of incidents involving profanity or sensitive material must be properly marked "Obscene" and transmitted in a sealed envelope.

Exercise

a. Place an "X" beside those statements that are true concerning the purpose of an investigative report.

____1. Official record of information.

____2. Provides trial counsel with data against suspect.

____3. Used for court-martial proceedings.

____4. Permanent record of facts.

727

____5. Release security policeman from liability.

716

SW L3ABR81132

INCIDENT/COMPLAINT REPORT *(Continue in "REMARKS" on reverse, if necessary)*	DATE 3 Mar 73	INCIDENT/COMPLAINT NO.	INVESTIGATION REPORT NO.

☐ INFORMATION ☐ COMPLAINT ☐ COMMANDING OFFICER'S REPORT OF ACTION REQUIRED *(See reverse)*

THRU: LMTC Commander

TO: WHMC, Lackland AFB, Texas

FROM: Chief, Security Police
3700th Security Police Squadron
Lackland Air Force Base, Texas

1. SUBJECT	2. GRADE	3. SSN	4. ORGANIZATION *(Include location and phone no.)*
BICEP, Rodney L.	AIC	FR102820454	WHMC, Lackland AFB, Tex 2509
LIPPIT, Marsha W.	AIC	FR276867322	WHMC, Lackland AFB, Tex 7302

5. DESCRIPTION *(Complete on all civilians and military personnel whose identity is in question)*

A. COLOR EYES	B. COLOR HAIR	C. COMPLEXION	D. SEX	E. DOB	F. WEIGHT	G. HEIGHT	H. IDENTIFYING MARKS *(Tattoo, scar, etc.)*

6. HOW DRESSED *(Military or civilian, and condition of clothing)*
Civilian/Fair
Civilian/Good

7. UNDER INFLUENCE OF
☐ ALCOHOL
☐ OTHER
(Explain in item 10)

8. INCIDENT/COMPLAINT *(Specify type and location)*
Disorderly Conduct/Affray (Art 134 UCMJ)
Adjacent Bldg #10360
Lackland Air Force Base, Texas

HOUR: 1745

DATE: 3 Mar 73

9. RECEIVED BY *(Typed or printed name, grade, and position)*
HEMPERLY, Harold F., TSgt, Security Police Desk Sergeant

☐ IN PERSON
☒ BY TELEPHONE
☐ BY MAIL

10. DETAILS OF INCIDENT *(Who, what, when, where, how? Include attitude at time of apprehension and give details if uncooperative. Attach statements of medical personnel.)* At approx. 1750 hrs., 3 Mar 73, BICEP telephoned this office and stated that he was being harassed by LIPPIT in the parking lot adjacent to Bldg #10360. Police #5 (AMES) was briefed, dispatched and returned with the following information. At approx. 1756 hrs., AMES arrived at the scene and contacted BICEP. BICEP, LIPPIT and GOFF were transported to Security Police Operations for further investigation. GOFF, a witness to the incident, reported he, (CON'T)

11. EVALUATION ☐ UNFOUNDED ☐ MISDEMEANOR ☐ FELONY ☐ MILITARY OFFENSE ☐ TRAFFIC

12. PERSONS RELATED TO REPORT *(Insert category of relationship letter opposite name)*

A. COMPLAINANT B. VICTIM C. SUSPECT D. WITNESS E. MP/SP/AP F. INVESTIGATED BY G. APPREHENDED BY

	NAME	GRADE	SSN	ORGANIZATION OR ADDRESS AND PHONE NO.
D	GOFF, Larry B.	AIC	FR342794213	WHMC, Lackland AFB, Tex 2541
D	FISHER, Kathy R.	AIC	FR456231725	WHMC, Lackland AFB, Tex 2509
E F	AMES, Alan L.	SSgt	FR134148123	3700th Security Police Sq.
E F	KELCH, William	SSgt	FR362564969	3700th Security Police Sq.

13. DISPOSITION OF INCIDENT/COMPLAINT

A. REFERRED TO
☐ PATROL
☐ SEE REPORT NUMBER AT TOP OF PAGE
☐ OTHER AGENCY *(Specify)*
☐ NONE

B. OFFENDER

C. EVIDENCE *(List and describe, or summarize as appropriate)*

14. INCLOSURES *(Statements and receipts)*
AF Form 1168 - 2
AF Form 1169 - 1
AF Form 1170 - 3

15. DISTRIBUTION

FOR THE COMMANDER *(Strike out if inapplicable)*

TYPED NAME, GRADE AND TITLE OF REPORTING OFFICER

SIGNATURE

DD FORM 1 JUL 72 1569 PREVIOUS EDITION WILL BE USED.

SW L3ABR81132

COMMANDER'S REPORT OF DISCIPLINARY ACTION TAKEN. *(To be completed by the CO of the offender when the reverse side of this form indicates that disposition information is desired. Indicate actions in Items 4 and 5, if applicable, and explain as required in Item 6. Forward through command channels within TEN days of receipt of the report. To facilitate transmission, turn this side face up when returning correspondence through message center.)*	DATE
THRU: TO:	FROM:

1. OFFENDER	2. GRADE	3. SSN

4. ACTION				5. COURTS-MARTIAL					
ADMINISTRATIVE	NON-JUDICIAL	JUDICIAL		SUMMARY		SPECIAL		GENERAL	
		PENDING (Charges forwarded)	COMPLETED	PENDING	TRIAL COMPLETED	PENDING	TRIAL COMPLETED	PENDING	TRIAL COMPLETED

6. DETAILS

TYPED NAME AND GRADE OF COMMANDING OFFICER	SIGNATURE

REMARKS

(CON'T FROM ITEM #10) FISHER and BICEP were in front of Bks 10360 working on BICEP's car. At approx. 1430 hrs., LIPPIT pulled up in her car and started an argument with BICEP. LIPPIT demanded BICEP repay ten (10) dollars she had loaned him. BICEP could not give LIPPIT the money and an exchange of name calling ensued. LIPPIT subsequently took an 8 track tape from the front seat of BICEP's car and the argument continued until BICEP threatened to call the security police. LIPPIT and FISHER left to get some beer and later returned to the scene. BICEP again told LIPPIT to leave and she and FISHER departed. At approx. 1730 hrs., LIPPIT returned for the third time and confronted BICEP about dating FISHER. An exchange of insults occured and BICEP told LIPPIT to leave. When LIPPIT refused BICEP reportedly pushed her toward her car. LIPPIT poured beer on BICEP and he slapped her with an open hand. BICEP then allegedly threatened to call the security police and did so when LIPPIT refused to leave. At approx. 1830 hrs., in the presence of KELCH, LIPPIT was advised of her rights IAW Art 31, UCMJ by AMES. LIPPIT acknowledged understanding her rights and consented to an interview. LIPPIT accomplished a written statement (AF Form 1168/70) relating her involvement in the incident. At approx. 1900 hrs., in the presence of KELCH, BICEP was advised of his rights IAW Art 31, UCMJ by AMES. BICEP acknowledged understanding of his rights and consented to an interview. BICEP accomplished a written statement (AF Form 1168/70) relating his involvment in the incident. The statements of all parties involved disclosed that LIPPIT and BICEP did have a confrontation wherein both LIPPIT and BICEP exchanged profane lanquage. LIPPIT did persist in her attempts to harass BICEP. BICEP responded by asking and then telling LIPPIT to leave. When LIPPIT refused BICEP pushed her and then slapped her with an open hand. LIPPIT received no visible injuries or bruises as a result of the incident. LIPPIT refused medical treatment. Efforts to contact FISHER were unsuccessful as she had departed the area.

☆ U.S.GPO:1974-0-588-774/16

b. Answer the following questions.

1. How must an investigation report be written if it is to be effective?

____

____

____

2. How important are the security policeman's recommendations in the investigative report?

____

____

____

c. Place an "X" beside those statements that are true concerning information included in the investigative report?

____1. Be unbiased.

____2. Use full names when mentioning names of persons.

____3. Avoid using all details—use only essential details.

____4. Use the full name of a person throughout the entire report.

____5. Verify your report by statements of witnesses.

____6. Keep your report accurate and complete.

____7. Avoid being brief.

d. Answer the following questions.

1. When a person is mentioned in the investigative report, what information about the individual is included?

____

____

2. What basic questions are to be answered when another individual is given your report?

____

____

____

Check with your instructor; then proceed to the Supplemental Workbook, Exercises 11 and 12.

Entrapment

Just as its prohibited to violate an individual's rights, another prohibited practice you must never fall prey to is entrapment.

ENTRAPMENT. Entrapment is defined as the active persuasion on the part of Law Enforcement officials or their agents, who through direct influence, induce, incite, or persuade an individual to commit an offense, not originally contemplated by the individual, for the purpose of apprehending him in the commission of the offense.

The essential reason for recognizing entrapment as a legal defense is, that the proper function of Law Enforcement personnel is to prevent crime, not to manufacture it for the purpose of prosecution. When the design of a crime originates with (government agent), and you put in the mind of an innocent person the idea to commit an offense, and induce its commission in order that you might prosecute, your conduct then raises the defense of entrapment by the individual involved. To refrain from preventing a crime, even if you are aware of the plan in advance, is not entrapment. The unit commander may allow a suspect engaged in the course of conduct involving the commission of a crime, to proceed with his activity so that security police can identify accomplices and uncover contraband.

The Security Policeman must not allow misguided zeal to lead him to actually cause a crime when none would otherwise have been committed. When police inspire, incite, lure, or persuade the commission of a crime by one who otherwise would not have done so, it is called entrapment. An example of entrapment and the court ruling is given below for better understanding.

CASE: The accused smoked a marijuana cigarette in the presence of another member of the military while on duty. The witness reported the incident and, acting on instructions from law enforcement officials, asked the accused to purchase marijuana for him. The Court of Military Appeals rejected a defense of entrapment since the accused's use of marijuana in the presence of the witness provided the government with reasonable grounds to believe that he was already engaged in narcotics traffic. Acting on this prior knowledge the action of the government agents was reasonable and only provided means of apprehending an accused who had been previously engaged in a course of criminal misconduct.

TESTIFYING IN COURT

OBJECTIVE

Given statements concerning testifying in court, select those which reflect proper procedures.

INTRODUCTION

This portion of the study guide and workbook is designed to provide you with a fundamental understanding of the purpose and procedures for testifying in court. Your instructor will explain all matters not covered by the text and answer all related questions. Read this material carefully and complete any additional assignment given by your instructor.

INFORMATION

Your job does not always end with a final report to the commander. At any time, you may be called upon to testify in court. Your effective testimony plays an important part in assisting them to arrive at a decision as to the guilt or innocence of an accused person. Preparation, an intelligent approach and attitude, and practical experience will determine your effectiveness as a witness. When you appear as a witness, your objective is to assist the court in securing a just decision.

PREPARATION. Before the trial, arrange and thoroughly review your notes so you can recall all details of the case and be ready to use the items on the witness stand. Review your report so that your testimony will be consistent and accurate. Find out from the prosecuting lawyer what will be asked, how it will be asked, and how you should present your testimony so it will be admissable. Any irregularities about the formalities of the investigation (such as search, apprehension, etc.) are reported to the lawyer before thr trial. Check your appearance when preparing to testify in court. First impressions are gained as a witness is called to the stand, and the attention of the court is constantly directed to the security policeman throughout his testimony. Although the type of clothing you wear may be specified, always be correctly and neatly dressed.

ATTITUDE. Your primary interest is to serve the U.S. Government. The interest is that the full truth be revealed. To be convincing as a witness and successful in avoiding attacks reflected toward revealing bias, prejudice, interest and lack of truthfulness, show no interest whatsoever in the accused's conviction or acquittal. The best way for you to show no interest when called to testify at the trial is to avoid having any personal interest in the first place. Always look for and note facts that may benefit the accused, and at the trial, testify about them freely and frankly. If you follow these guidelines, your attitude will be proper and the approach you take will be intelligent rather than emotional.

TESTIMONY. Presenting testimony in court requires skill, tact, poise and self-confidence. After reporting to the president of the court, settle down, achieve a confident conversational tone and testify in a business-like manner. Give your testimony clear and loud enough to be heard by all court personnel. Direct your answers to all members of the court. Be courteous, deliberate, frank and natural in answering questions by the trial and defense attorneys. Be careful not to be to quick or to military. Be certain you understand each question before you answer it. Always limit your answer to the question and never volunteer additional information. Never argue with attorneys or members of the court and never permit yourself to loose your temper. Above all, never testify to anything you don't know. Never hesitate to say, "I don't know." Make it clear to the members of the court that you are merely relating facts in your testimony. You can present these facts from your personal knowledge, notes, or memoranda.

Personal Knowledge. Testify only to matters within your testimonial knowledge; that is, speak only of what you have learned through your senses. You know that you must testify factually to just what you saw, heard, felt, smelled, tested, did and said. Only if asked directly, do you depart from this to give your opinion, suspicion, or conclusion.

NOTES. Normally remove the notes from your notebook. If you refer to the notebook intact, even though your reference is to a single page, the whole contents of this notebook may be subject to review by the defense. The notes are used only to recall facts which have become hazy or have been forgotten. If you plan on referring to original notes during your testimony, place them in a pocket where you can reach them easily and quickly. A hasty disorganized search through several pockets may tend to create an unfavorable impression on the court as to your value as a witness.

MEMORANDA. When you have no memory whatever of the facts or events, memoranda may be used for providing data. You may testify that a particular paper, such as an inventory, represents your past recollection. The paper itself may then be admitted as evidence to prove facts previously recorded.

Exercise

a. Place an "X" beside those statements that are true concerning entrapment.

____1. Entrapment is defined as the lack of persuasion on the part of law enforcement officials to force a person to commit an offense.

____2. Security policemen are prohibited from using entrapment techniques.

____3. Entrapment is defined as the active persuasion on the part of law enforcement officials, who through direct influence, induce, incite, or persuade an individual to committ an offense, not originally contemplated by the individual.

____4. The security policeman must not allow misguided zeal to lead him to actually cause a crime when none would otherwise have been committed.

b. Place an "X" beside those statements that are true concerning testifying in court.

____1. When you appear as a witness your objective is to assist the court in convicting the person being court-martialed.

____2. Your primary interest when testifying is to assist the U.S. Government.

____3. Presenting testimony in court requires skill, tact, poise, and self-confidence.

____4. When testifying in court the security policeman is allowed to use notes taken at the scene.

____5. The best way for you to show no interest when called to testify at a trial is not show up.

____6. Prior to appearing in court the security policeman should contact the attorney for advise and preparation requirements.

Check with your instructor; then proceed to the Supplemental Workbook, Exercise 13.

misnumbered (p. 722 omitted)

Crime Scene Photographing

____Photograph all evidence before anything is touched or moved.

____Instruct photographer to photograph each object from different angles.

____Avoid angles that would produce distorted images.

____Use tags to mark the location of small items to be photographed.

____Photograph only the scene, do not have bystanders, witnesses, or security policeman in the photo.

____Show each camera position on the crime scene sketch.

____Notes should completely identify each photograph taken at the scene.

____Notes should include position of the camera, type of camera used, type of film used, height of camera, lens opening, distance from object, time of day, and date, and photographer.

REFERENCES

Department of the Air Force Publications

AFM 125-3, *Security Police Handbook*

AFP 125-2, *Volume 1, Security Police Investigator's Guide*

Department of the Army

FM 19-20, *Military Police Criminal Investigations*

Other Governmental Publications

Manual for Courts-Martial, (Revised Edition 1969)

U. S. GOVERNMENT PRINTING OFFICE: 1977-771-010/23

Technical Training

Law Enforcement Specialist

POLICE INVESTIGATIONS

21 June 1977

HEADQUARTERS 3250th TECHNICAL TRAINING WING (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas

ATC FORM 214 (JAN 76) OBSOLETES ATC FORMS 214, MAY 69, 522, NOV 63 AND 523, MAY 71. STANDARD COVERSHEET

USAF Security Police Academy
Lackland AFB, Texas

WB L3ABR81132
725

POLICE INVESTIGATIONS

INTRODUCTION

This Supplemental Workbook is designed for use by students in Course 3ABR81230, Law Enforcement Specialist, to support the Study Guide and Workbook. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the USAF Security Police Academy. Knowledges acquired from using the Study Guide and Workbook will help you perform the exercies, solve the problems, or answer the questions presented in this Supplemental Workbook. It was designed using Instructional System Development principles and concepts.

OBJECTIVES

1. Given situations concerning investigative procedures, determine those which reflect correct investigative techniques.

2. Presented with an instructor/student/suspect, advise that suspect of his rights against self-incrimination, without error.

3. Presented with student/witness, interview the witness and obtain a written statement with not more than three errors.

4. Given data concerning an incident, prepare a DD Form 1569, Incident/Complaint Report, with not more than ten errors.

5. Given statements concerning testifying in court, select those which reflect proper procedures.

INSTRUCTIONS

The material in this Supplemental Workbook is presented in a programmed format. The Workbook will be completed in a logical sequence as indicated in your Study Guide and Workbook. Each exercise must be evaluated by your instructor to ensure achievement of the learning objectives.

This booklet is distributed on the basis of one for each instructor and student. It is organizational rather than personal property and is authorized to remain in the personal possession of individual(s) to whom issued so long as it is required for instructional and training purposes in the classroom. Upon completion of this booklet by the student, it is to be collected by the instructor and destroyed.

Copies of this Supplemental Workbook are issued by the Curricula Unit on request of the user.

Exercise 1

Place an "X" beside those statements that reflect improper procedures for taking notes.

____ 1. Notes should be printed or made in legible handwriting, preferably in ink on a bound notebook. The ink should not smudge easily.

____ 2. When taking notes, short phrases should be used so not to interfere with the investigation.

____ 3. Each page of notes should be identified with the complainant's name, rank, and case number and the date.

____ 4. Notes should be edited or erased.

____ 5. The first notes received must show the date and time of complaint, name of person reporting the information, and names of all persons involved.

Exercise 2

Match the offense and information given with the appropriate investigative agencies responsible for conducting the investigation, with no more than two errors.

OFFENSE

____ 1. Absent Without Leave (AWOL). Airman Smith has not reported to duty for 2 days and is not on leave. On the third day he reports to duty as if nothing is wrong.

____ 2. Larceny. A private automobile was broken into and a pair of sunglasses and first-aid kit were stolen.

____ 3. Larceny. Sergeant Hanks, NCOIC, Warehouse #3, reports to the Sqdn Commander that the warehouse was broken into during the night and five cartons of cigarettes were stolen (value is $12.50). Later in the day investigation revealed that five boxes of cigarettes, each containing (50) cartons each, were taken (value is $625.00).

____ 4. Assault. An individual reports that two persons beat him and took his wallet.

____ 5. Assault. An individual has been severely beaten and later dies in the hospital.

____ 6. Disturbance. A complainant, Mrs. Jones, reports that her husband, SSgt Jones, refuses to allow his stepdaughter to reside in their quarters and request assistance.

INVESTIGATIVE AGENCY

A. Unit Commander

B. OSI

C. Security Police

When completed, give to your instructor for evaluation.

Instructor's Initials ________

Exercise 3

Match the characterisitcs for observing persons with the appropriate category, with no more than four errors.

CHARACTERISTICS

a. Clothing worn
b. Scar
c. Sex
d. Color of skin
e. Color of eyes
f. Style of hair
g. Height
h. Age
i. Mannerisms
j. Style of Clothing
k. Shape of face
l. Voice
m. Weight
n. Build
o. Tatoos
p. Cosmetics

CATEGORY

1. General
2. Specific
3. Changeable

When completed, give to your instructor for evaluation.

Instructor's Initials _____

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Exercise 4

The following commonly accepted and understood words, terms, and methods are used to describe the general characteristics of a person. Using the list provided below, circle and fill in the characteristics that best describe your instructor, with no more than three errors. (For the intent and purpose of this exercise the instructor will be the individual whose name appears on the chalkboard at the time you begin this exercise.)

SEX

Male   Female

RACE

Caucasian   Negroid   American Indian   Mongolian   Malayan

HEIGHT (Stated in 2-inch blocks)

____feet, ____ inches to ____feet, ____ inches

BUILD   GENERAL   SPECIFIC

Large   Medium   Small | Obese   Stout   Stocky   Slim

POSTURE

Straight   Medium   Stooped

WEIGHT (Stated in 10-pound increments)

__________-__________

AGE (Stated in multiples of 5 years)

__________-__________

COMPLEXION

Pale   Fair   Dark   Florid   Clear   Pimpled   Blotched

Freckled   Pockmarked

(For Negroid race describe as)

Light Brown   Medium Brown   Dark or Olive

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NOTE: When describing a female, include the following: 730

BUST

Small Average Full

MAKEUP

None Light Heavy

OTHER DISTINGUISHABLE FEATURES (I.E. Scars, moles, tatoos, etc)

____

____

____

When completed give to your instructor for evaluation.

Instructors Initials____

Exercise 5

The information given represents the notes taken from other security policemen. The sequence has been distorted. Realign the events so the true observed relationship of factors given (time of occurrence, location, sequence of action, objects and persons involved, and resultant factors) establish the sequence of the event as it occurred, with no more than two errors.

Each sentence has been give a letter. Use Part II as your draft by placing the letters in the current sequence as the event occurred. You may write out the statement if you wish. Sufficient space has been provided if you care to do so. Once you have worked out the sequence of events enter the appropriate number of the sentence in Part I below.

PART I

____ A. Scene cleared 2300 hours ....

____ B. The suspect then ran from the building and entered a late model Ford, blue in color, Texas License number HGO 337, driven by another individual ....

____ C. Sergeant Hopson started to get out of his vehicle when the suspect turned and fired at him, striking Hopson in the left shoulder ....

____ D. At 1945 hours, 4 March 1973, while on routine patrol, Staff Sergeant James Hopson (Patrol #5) observed an individual who appeared to be breaking into the Base Groceteria, Building 1250 ....

____ E. Patrol #3 (Technical Sergeants Anderson and Jones) was instructed by Security Police Operations to set up a roadblock on Bodson Street to prevent suspects' escape ....

____ F. The vehicle sped away from the scene going west on Dobson Street ....

____ G. Anderson and Jones returned fire ....

____ H. Anderson and Jones approached the vehicle from two directions and discovered the suspects slumped over the front seat ....

____ I. Sergeant Hopson reached back into the vehicle and notified Security Police Operations by radio of the incident and gave a description of the suspect and the vehicle. No description could be given of the driver ....

____ J. As the vehicle approached the roadblock, the suspects fired on Patrol #3 ....

____ K. Dr. Allen, Wilford Hall (MOD), pronounced the suspects dead at 2110 hours. No other injuries sustained ....

____ L. Patrol #3 vehicle was placed in front of the roadblock to prevent escape ....

____ M. At approximately 2050 hours, the firing from subject vehicle stopped ....

PART II

When completed, give to your instructor for evaluation.

Instructor's Initials ______

Exercise 6

The situations on the left represent an observation made by a witness. Each one contains an influencing factor that affects the witnesses' observation. Match the influence with the appropriate situation, with no more than three errors.

SITUATIONS

____ a. Witness "A" was farther away from the scene than Witness "B", but gave a better overall description.

____ b. Mr. Smith was interviewed 3 days after the crime and couldn't recall all events.

____ c. What a person bases his evaluation and interpretation of what he observes.

____ d. A person who has never ridden in a vehicle cannot accurately estimate the speed of a vehicle.

____ e. A hungry person has a different interpretation of what he sees than a person who has just eaten.

____ f. An angry person will observe a scene differently than a happy-go lucky person.

____ g. A person with no chemical background can give a better description of a garment than a chemist.

____ h. Mr. "A" observed the object during the day. His observation is different than Mr. "B's", whose observation was made at dusk.

INFLUENCES OF OBSERVATION

1. Location of witness at time of observation.
2. Weather and light conditions.
3. Distracting events or circumstances.
4. Lapse of time since observation was made.
5. Past experiences.
6. Physiological influences.
7. Psychological influences.
8. Training.

(Continued on next page)

___i. Mr. Jones was watching a basketball game when the person next to him was stabbed.

___j. Mr. Williams was standing on top of a ladder when he saw the shooting. His observation is different than Mr. Thompson's who was standing on the sidewalk.

When completed, give to your instructor for evaluation.

Instructor's Initials_____

Exercise 7

The situations on the left represent a description made by a witness. Each one of the situations contains an influencing factor which will affect the witnesses' description. Factors that influence a description are listed on the right. Match one or more influence(s) with the appropriate situation, with no more than three errors.

SITUATIONS

____ a. Mr. Smith, a witness to a crime, is called upon to give a description. His account gives only the "essential" details as he sees them.

____ b. Mr. Adams refuses to give a description of what he observed when the shooting occurred. Mr. Adams stated that he respects the law, but is "scared to death" when talking to police.

____ c. Miss Taylor is overly anxious to give an account of what she observed when the robbery occurred. Newsmen, along with photographers, are at the scene of the crime. Miss Taylor is striving to get her name and picture in the papers and on television.

____ d. Mr. Slatkowski has recently moved to the U.S. from Europe. He has been speaking the English Language for 2 years, but his comprehension is low and his vocabulary is limited. He is called upon to give a description.

____ e. Mrs. Olson has been told repeatedly that she will be required to give a description. It has been 2 weeks since she observed the incident; however, she has just been notified that she must give a description the next day.

INFLUENCING FACTORS

1. Lapse of time between observation and description.
2. Relate only those items deemed necessary.
3. Language Inadequacies
4. Fear of police.
5. Avoid becoming involved.
6. Self-interest.
7. Recognition and reward.

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____ f. Mr. Grayson, a bachelor, writes mystery books for a living. When called upon to give a description of the incident he observed, Mr. Grayson gives as accurate a description as he can.

____ g. Mr. Thompson must give a description since he observed the crime. He avoids giving an accurate account since he just wants to be left alone.

____ h. Mr. Hill, who watches all of the "cops and robbers" shows on television gives a description of the crime he witnessed. This is similar to the crime story he saw on television the night before. Since Mr. Hill feels the events presented on the T.V. show reflect an extremely accurate description, he relates the same information that the witness gave on the television program.

____ i. Mr. Garcia's son was accidentally shot by a policeman during a demonstration. When called upon as a witness to give a description of the crime he observed, Mr. Garcia becomes extremely nervous and cannot give an accurate account.

____ j. Mr. Allen was hospitalized immediately after he witnessed a crime. A week later, he was released from the hospital and immediately called upon to give a description of what he observed.

When completed, give to your instructor for evaluation.

Instructor's Initials ________

Exercise 8

This exercise consists of you advising an instructor of his rights using the following verbal briefing of Article 31, UCMJ.

> I am (state your rank and last name) a security policeman. I am investigating the alleged offense of ROBBERY, of which you are suspected. I advise you that under the provisions of Article 31, UCMJ, you have the right to remain silent, that is, say nothing at all. Any statement you make, oral or written, may be used as evidence against you in a trial by court-martial or in other judicial or administrative proceedings. You have the right to consult with a lawyer. You have the right to have a lawyer present during this interview. You may obtain a civilian lawyer of your own choice, at your own expense. If you wish, the Air Force will appoint a military lawyer for you free of charge. You may request a lawyer at any time during the interview. If you decide to answer questions without a lawyer present, you may stop the questioning at any time.

In addition to READING the instructor his rights you must:

- Insure he understands his rights (ask questions, have him explain his rights to you, etc.)
- Obtain an intelligent waiver of his rights.

Because of the legal implications involved in advising a suspect of his rights, no margin for error will be allowed. Therefore, it is advisable that you review this portion of the text and only when you are confident that you can perform the above action without error, report to your instructor.

When completed, give to your instructor for evaluation.

Instructor's Initials ______

Exercise 9

Place an "X" beside those statements and situations which are true concerning proper planning for an interview, with no more than three errors.

____ 1. You are going to conduct an interview with a principal. Your goal in conducting the interview is to find out whether or not the principal is guilty.

____ 2. When you are conducting an interview with a complainant, you must question the individual so that you can calculate the motive for his complaint.

____ 3. There are two witnesses at the scene of the incident. It is felt that one of the witnesses may be involved and disregard the other, only using him as a last resort.

____ 4. Your preparation and plan for the interview are just as important as the interview itself.

____ 5. You have apprehended a suspect in the act of committing an offense. Your plan for the interview, to be held at a later date, must encompass all factors needed for a successful interview.

____ 6. You are planning to interview a witness to a robbery. Since you want to gather as much information as possible, the interview room should contain comfortable lounge chairs, soft music and plenty of space between you and the interviewee. All of this is needed to make the witness relaxed and not afraid to "open up".

____ 7. As a security policeman, you are not restricted as to the length of time you spend conducting an interview unless time spent is such as to constitute unlawful influence.

____ 8. You have written down a number of questions to ask a witness during the interview. These questions are general in nature and can be used for any type of interview.

(Continued on next page.)

___ 9. When you interview a suspect, it is essential that you gather all background information and facts so you can classify suspects as to whether their guilt is reasonably certain or doubtful.

___ 10. You are preparing to interview a suspect, Your plan must include all known information concerning the suspect and the incident so you can gain a psychological advantage over the suspect.

When you have completed, give to your instructor for evaluation.

Instructor's Initial ____

Exercise 10

The situations on the left contain various approaches to interviewing persons. Approaches to interviewing are listed on the right. Match one or more of the type(s) of interview approaches with the situations by placing the correct letter(s) in the blank spaces provided.

SITUATIONS

____ 1. You have before you a suspect. In conducting the interview, you stress on the suspect that the crime he committed is one that is frowned on by society. Emphasizing the moral aspects of the crime is your method of conducting the interview.

____ 2. You are interviewing Mr. Taylor, a suspect to a robbery. In conducting the interview, you lead the suspect to believe that the answers to the crime are already known.

____ 3. Mr. Richman, a suspect in a burglary, is the subject of the interview. You relate a story concerning a fictitious crime to Mr. Richman. Later you ask him to write down the details of the fictitious crime.

____ 4. You are interviewing one of two suspects of a crime. You lead this suspect to believe that the other has already confessed.

____ 5. You have invited the suspect, Mr. Smith, to your office. Later you take him to the crime scene, saying nothing to him and waiting to see his reactions.

INTERVIEW APPROACHES

A. Direct approach

B. Indirect appraoch

C. Emotional

(Continued on next page)

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____ 6. In conducting the interview with Miss Jones, you tell her that her guilt is already established by available evidence.

____ 7. You are conducting an interview with Mr. Robertson. By carefully inquiring into Mr. Robertson's thinking, feeling, and experiences, you try to think along his same lines, trying to establish a common ground of understanding.

____ 8. You are questioning and interviewing Mr. Williams, a suspect whose guilt is reasonably certain. In assuming your confident manner, you approach him by asking any questions you feel are necessary.

____ 9. Miss Monroe is a suspect brought into your office for an interview. She has stated that she committed the crime in the heat of extreme jealousy. You strive to place evidence against her and urge her to tell the truth.

___ 10. You are interviewing Mr. Callison, a suspect. During the interview, you stress the contrast in his former life and how his present life style has changed.

When completed, give to your instructor for evaluation.

Instructor's Initials ____

Exercise 11

This exercise is designed to prepare you for making written reports. Make sure you write in the past tense, utilize third person, and follow a logical sequence of events. The series of illustrations on the following pages depicts a sequence of action that has taken place. A brief summary of data has been provided in order to assist you in completing this exercise. Using the data and illustrations given, describe in writing (with minimal instructor assistance) the sequence of action presented. The description must follow the sequence depicted in the illustrations and be sufficiently comprehensive to identify the action shown in each illustration. Be specific, DO NOT generalize. Describe what you see in the illustrations, keeping in mind the "data" concerning the event. DO NOT exaggerate your description or read into the illustrations something that is not present.

There are two sections to this exercise. Use the first section as your work copy while describing the event. This section should be made in pencil to facilitate any corrections you might want to make. When you have completed the work copy, show it to your instructor for evaluation. The evaluation copy will be used as directed by the instructor.

Technical Sergeant Adrian T. Hodges, FR123-45-6789 is assigned to the Civil Engineering Squadron (CES) Lackland AFB. He and his dependent wife Mildred, reside in base housing at 702 Pucket St. A neighbor, Mrs. Violet R. Jones, SSAN 584-26-6242, 791 Pucket St., Lackland AFB, dependent wife of SSgt Violet, Ronald Q., FR 301-99-4184, WHMC, reported to security police a family argument in the front yard of the Hodges' residence.

On 3 June 1975 at approximately 1900 hours you are working as patrol rider when your unit (police 6) is dispatched by the desk Sgt to a domestic type disturbance. You are instructed to respond and restore order. As you approach the scene you witness the event which is depicted in the following illustrations. Report what you observe.

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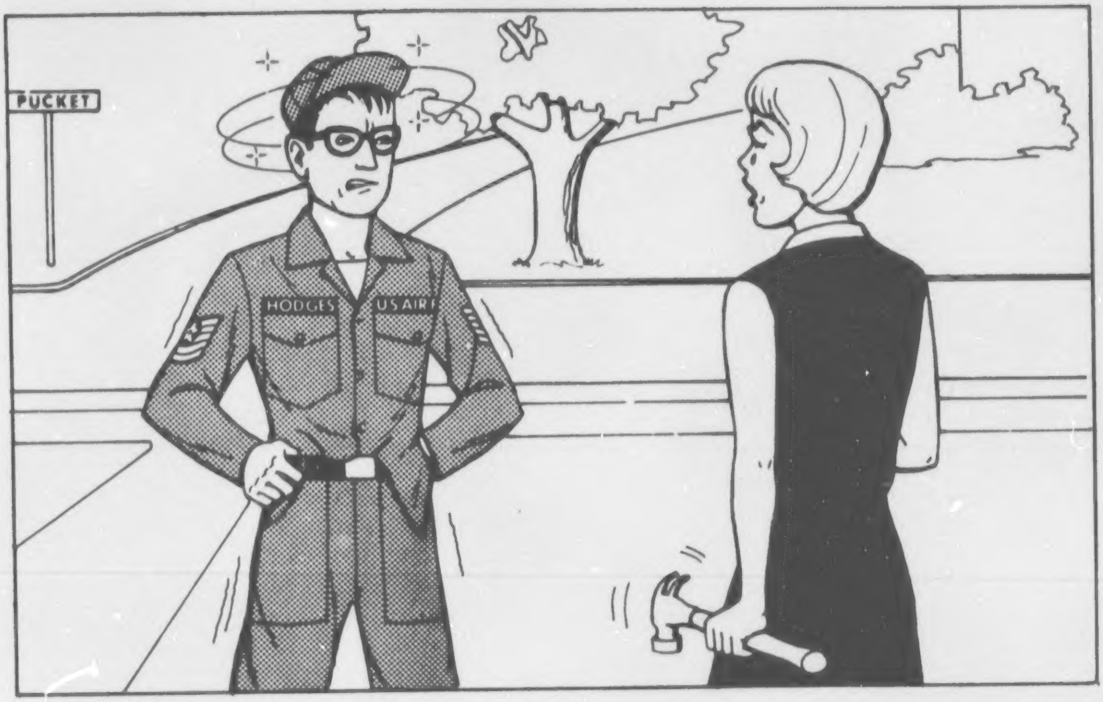
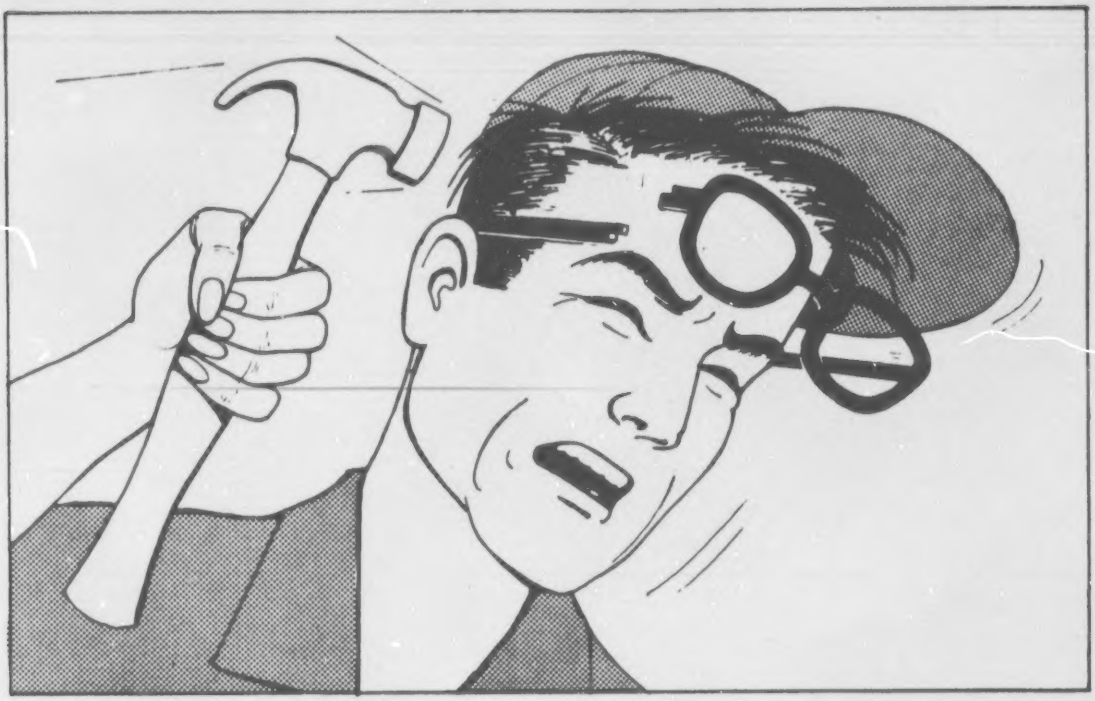
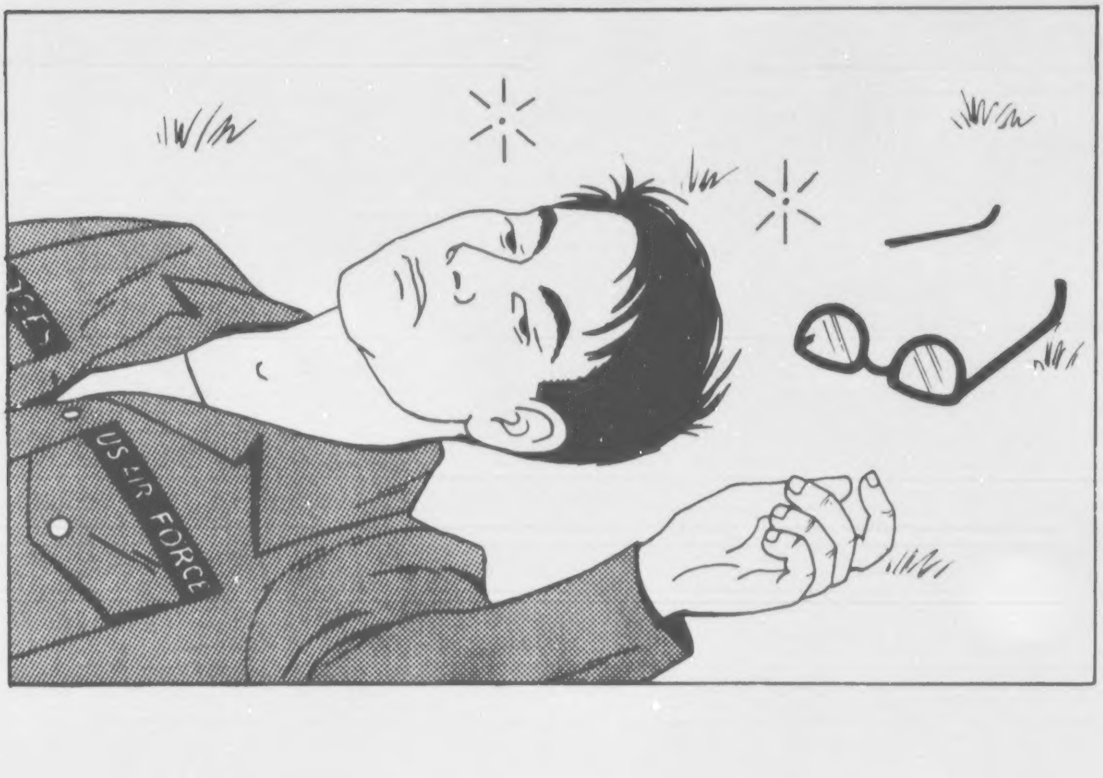
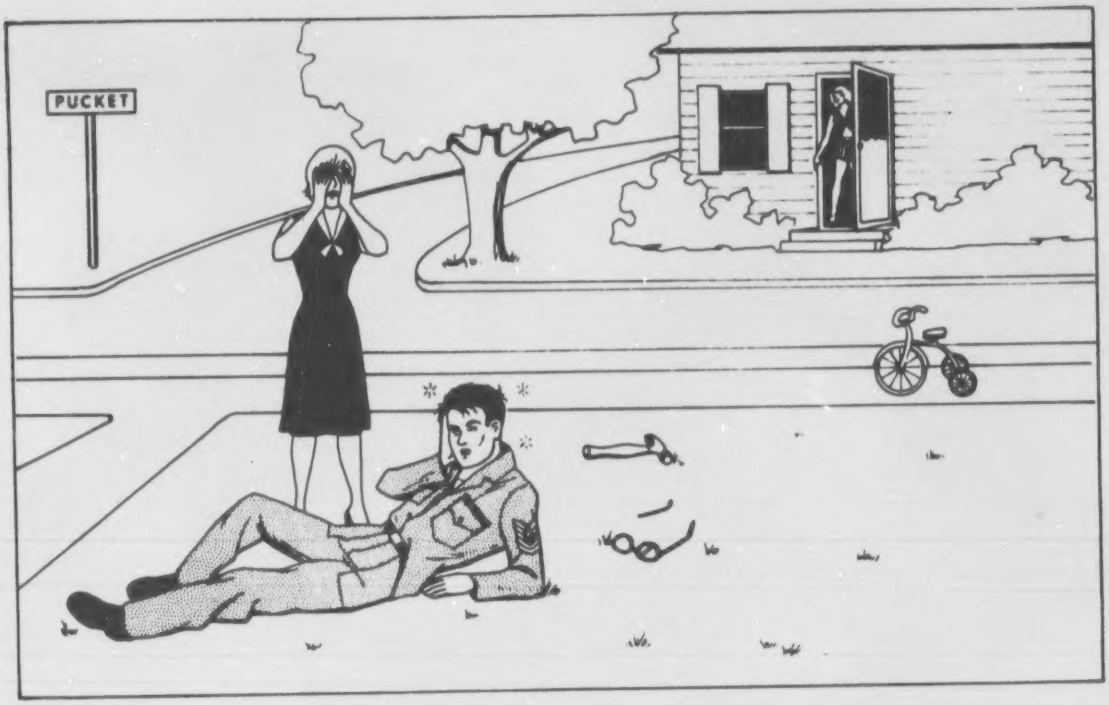


754




RCES
US AIR FORCE

745



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WORK COPY (Description)

When you have completed your work copy, review it for accuracy. When you are satisfied with your description, finalize the exercise using the next section.

EVALUATION COPY (Description)

When completed, give to your instructor for evaluation.

Instructor's Initials ____

Exercise 12

This exercise involves report writing. Its intent and purpose is to insure that you are capable of reporting information accurately and in the proper format. Remember, write in the third person, use past tense, follow a logical sequence and exclude personal opinions. You will not be evaluated on spelling and punctuation; however, you should write in complete sentences and attempt to keep your work grammatically correct.

Criterion Exercise 11 in this booklet dealt with Sergeant Hodges' confrontation with his wife. Using the characters in that incident, and the following additional information, prepare a written report (with minimal instructor assistance) using DD Form 1569.

The incident you will report is as follows:

Violet Jones calls the Law Enforcement Desk Sergeant, SSgt Roger A. Miller, and advises him that the Hodges are having an argument in the front yard of 702 Pucket St., (Time: 1900 hours, 3 Jun 75).

You and your partner, SSgt Joe Bushkins, FR571-62-8624, are assigned to the 3700 Security Police Squadron, Lackland AFB, Texas.

Upon arriving at the scene at approximately 1905 hours, you learn that TSgt Hodges is assigned to 3700 CES. The abrasions he received were the result of the blow to the right side of the head. You request Commander, CES, be notifed.

Mrs. Hodges was emotionally distraught and repeatedly states that she is sorry, she lost her temper and didn't know what she was doing.

You interviewed Violet Jones (age 33) and she made an oral statement as follows:

> I was working in my front yard when Sergeant Hodges arrived at his residence. Mrs. Hodges met him at the door but refused to let him in. They argued for a minute before she came outside screaming about him being "drunk" and making them two hours late for a party! She was all dressed up and Sgt Hodges really looked messy. I really didn't hear all the argument but decided I had better call the security police. When I went back outside I saw Mrs. Hodges holding a hammer, it looked like she was crying. The next thing I know she hit Sgt Hodges on the head. He fell down and laid there for a minute. Mrs. Hodges went to him and tried to help him up, his glasses were broken but I don't think he was hurt bad.

At 1920 hours, Lt Colonel Hiram T. Snider, 432-64-4632FV Commander CES, (duty phone 3297), was responded to the scene and was briefed regarding the incident.

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During an attempted interview with Sgt. Hodges you noted an odor of intoxicating beverage on his person. Sgt. Hodges refused medical attention and his remarks concerning the incident were limited to the following: The incident was personal business and he would not make any complaints or statements at that time....

Order was restored, the incident turned over to the Squadron Commander and the scene cleared at 1930 hours.

Your report is addressed to the Commander, CES, Lackland AFB, Texas through the Commander, Lackland AFB, Texas.

The information provided in this exercise is not necessarily presented in an appropriate or logical sequence. It is your task to use this information and the description you completed in exercise 12 to prepare a written report that can be clearly understood.

SPECIAL INSTRUCTIONS

ITEMS 11, 13, 14, & 15 of the DD Form 1569 need not be completed.

There are two sections for this exercise. Use the first section for your work copy while preparing your report. This section should be made in pencil to facilitate any corrections you might want to make. When you have finalized all your information give this copy to your instructor for evaluation. The evaluation copy will be used as directed by the instructor.

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INCIDENT/COMPLAINT REPORT *(Continue in "REMARKS" on reverse, if necessary)*	DATE	INCIDENT/COMPLAINT NO.	INVESTIGATION REPORT NO.

☐ INFORMATION ☐ COMPLAINT ☐ COMMANDING OFFICER'S REPORT OF ACTION REQUIRED *(See reverse)*

THRU: **TO:**	**FROM:**

1. SUBJECT	2. GRADE	3. SSN	4. ORGANIZATION *(Include location and phone no.)*

5. DESCRIPTION *(Complete on all civilians and military personnel whose identity is in question)*

A. COLOR EYES	B. COLOR HAIR	C. COMPLEXION	D. SEX	E. DOB	F. WEIGHT	G. HEIGHT	H. IDENTIFYING MARKS *(Tattoo, scar, etc.)*

6. HOW DRESSED *(Military or civilian, and condition of clothing)*	7. UNDER INFLUENCE OF ☐ ALCOHOL ☐ OTHER *(Explain in item 10)*
8. INCIDENT/COMPLAINT *(Specify type and location)*	HOUR DATE
9. RECEIVED BY *(Typed or printed name, grade, and position)*	☐ IN PERSON ☐ BY TELEPHONE ☐ BY MAIL

10. DETAILS OF INCIDENT *(Who, what, when, where, how? Include attitude at time of apprehension and give details if uncooperative. Attach statements of medical personnel.)*

11. EVALUATION ☐ UNFOUNDED ☐ MISDEMEANOR ☐ FELONY ☐ MILITARY OFFENSE ☐ TRAFFIC

12. PERSONS RELATED TO REPORT *(Insert category of relationship letter opposite name)*

A. COMPLAINANT B. VICTIM C. SUSPECT D. WITNESS E. MP/SP/AP F. INVESTIGATED BY G. APPREHENDED BY

	NAME	GRADE	SSN	ORGANIZATION OR ADDRESS AND PHONE NO.

13. DISPOSITION OF INCIDENT/COMPLAINT

A. REFERRED TO ☐ PATROL ☐ SEE REPORT NUMBER AT TOP OF PAGE ☐ OTHER AGENCY *(Specify)* ☐ NONE B. OFFENDER	C. EVIDENCE *(List and describe, or summarize as appropriate)*

14. INCLOSURES *(Statements and receipts)*	15. DISTRIBUTION	**FOR THE COMMANDER** *(Strike out if inapplicable)* TYPED NAME, GRADE AND TITLE OF REPORTING OFFICER SIGNATURE

DD FORM 1 JUL 72 **1569** PREVIOUS EDITION WILL BE USED.

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COMMANDER'S REPORT OF DISCIPLINARY ACTION TAKEN. *(To be completed by the CO of the offender when the reverse side of this form indicates that disposition information is desired. Indicate actions in Items 4 and 5, if applicable, and explain as required in Item 6. Forward through command channels within TEN days of receipt of the report. To facilitate transmission, turn this side face up when returning correspondence through message center.)*

DATE

THRU:

TO:

FROM:

1. OFFENDER

2. GRADE

3. SSN

4. ACTION				5. COURTS-MARTIAL					
ADMINISTRATIVE	NON-JUDICIAL	JUDICIAL		SUMMARY		SPECIAL		GENERAL	
		PENDING *(Charges forwarded)*	COMPLETED	PENDING	TRIAL COMPLETED	PENDING	TRIAL COMPLETED	PENDING	TRIAL COMPLETED

6. DETAILS

TYPED NAME AND GRADE OF COMMANDING OFFICER

SIGNATURE

REMARKS

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☆ U.S. GPO:1976-0-[illegible]-774/16

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WORK COPY (Description)

INCIDENT/COMPLAINT REPORT

(Continue in "REMARKS" on reverse, if necessary)

DATE

INCIDENT/COMPLAINT NO.

INVESTIGATION REPORT NO.

☐ INFORMATION ☐ COMPLAINT ☐ COMMANDING OFFICER'S REPORT OF ACTION REQUIRED *(See reverse)*

THRU:

TO:

FROM:

1. SUBJECT

2. GRADE

3. SSN

4. ORGANIZATION *(Include location and phone no.)*

5. DESCRIPTION *(Complete on all civilians and military personnel whose identity is in question)*

A. COLOR EYES	B. COLOR HAIR	C. COMPLEXION	D. SEX	E. DOB	F. WEIGHT	G. HEIGHT	H. IDENTIFYING MARKS *(Tattoo, scar, etc.)*

6. HOW DRESSED *(Military or civilian, and condition of clothing)*

7. UNDER INFLUENCE OF

☐ ALCOHOL

☐ OTHER

(Explain in item 10)

8. INCIDENT/COMPLAINT *(Specify type and location)*

HOUR

DATE

9. RECEIVED BY *(Typed or printed name, grade, and position)*

☐ IN PERSON

☐ BY TELEPHONE

☐ BY MAIL

10. DETAILS OF INCIDENT *(Who, what, when, where, how? Include attitude at time of apprehension and give details if uncooperative. Attach statements of medical personnel.)*

11. EVALUATION ☐ UNFOUNDED ☐ MISDEMEANOR ☐ FELONY ☐ MILITARY OFFENSE ☐ TRAFFIC

12. PERSONS RELATED TO REPORT *(Insert category of relationship letter opposite name)*

A. COMPLAINANT B. VICTIM C. SUSPECT D. WITNESS E. MP/SP/AP F. INVESTIGATED BY G. APPREHENDED BY

	NAME	GRADE	SSN	ORGANIZATION OR ADDRESS AND PHONE NO.

13. DISPOSITION OF INCIDENT/COMPLAINT

A. REFERRED TO

☐ PATROL

☐ SEE REPORT NUMBER AT TOP OF PAGE

☐ OTHER AGENCY *(Specify)*

☐ NONE

B. OFFENDER

C. EVIDENCE *(List and describe, or summarize as appropriate)*

14. INCLOSURES *(Statements and receipts)*

15. DISTRIBUTION

FOR THE COMMANDER *(Strike out if inapplicable)*

TYPED NAME, GRADE AND TITLE OF REPORTING OFFICER

SIGNATURE

DD FORM 1 JUL 72 **1569** PREVIOUS EDITION WILL BE USED.

COMMANDER'S REPORT OF DISCIPLINARY ACTION TAKEN. *(To be completed by the CO of the offender when the reverse side of this form indicates that disposition information is desired. Indicate actions in Items 4 and 5, if applicable, and explain as required in Item 6. Forward through command channels within TEN days of receipt of the report. To facilitate transmission, turn this side face up when returning correspondence through message center.)*	DATE

THRU: **TO:**	**FROM:**

1. OFFENDER	2. GRADE	3. SSN

4. ACTION				5. COURTS-MARTIAL					
ADMINISTRATIVE	NON-JUDICIAL	JUDICIAL		SUMMARY		SPECIAL		GENERAL	
		PENDING *(Charges forwarded)*	COMPLETED	PENDING	TRIAL COMPLETED	PENDING	TRIAL COMPLETED	PENDING	TRIAL COMPLETED

6. DETAILS

TYPED NAME AND GRADE OF COMMANDING OFFICER	SIGNATURE

REMARKS

☆ U.S. GPO:1974-0-888-774/16

EVALUATION COPY (Description)

Exercise 13

Place an "X" beside those statements that are true concerning security policemen testifying in court.

___1. Your objective when testifying in court is to insure that the accused who is brought to court-martial is given every chance to be innocent.

___2. Your testimony in court is limited to presenting facts concerning the case.

___3. The best way for you, as a security policeman testifying in court, to show no interest when called to testify is never to note facts that may benefit the accused.

___4. Another way for you to show no interest in the case is to avoid asking the lawyer what questions will be asked, how they will be asked, and how you should present your testimony.

___5. As a security policeman testifying in court, always direct your answers to the questions and never volunteer additional information.

___6. Your opinions, suspicions, and conclusions are never allowed in court. Always answer questions with facts.

___7. You can use notes in your testimony; the only restriction being that the notes must only refer to the case at hand.

___8. Always give an answer to questions directed to you in court. Never answer by saying "I don't know."

___9. Memoranda may be used in court when you are unable to remember facts or events.

___10. Your attitude as a member of the military testifying in court must be an intelligent attitude. Emotions concerning the case are strongly discouraged.

When completed, give to your instructor for evaluation.

Instructor's Initials____

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STATEMENT OF WITNESS

(Place)

(Date)

I, ______________________________, hereby state that ______________________________ has identified himself to me as ______________________________ USAF.

(Special Agent AFOSI, Security Police, Other--Specify)

I do hereby voluntarily and of my own free will make the following statement without having been subjected to any coercion, unlawful influence or unlawful inducement.

AF FORM JUN 72 1169 PREVIOUS EDITION WILL BE USED

Page 1 of ____ Pages

CONTINUATION SHEET FOR AF FORM 1168 and 1169.

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I further state that I have read this entire statement, initialed all pages and corrections, and signed this statement, and that it is correct and true as written.

WITNESSES:

____
(Signature)

____
(Address)

____
(Signature)

____
(Address)

____
(Signature)

____
(Address)

Subscribed and sworn to before me, a person authorized by law to administer oaths, this

________ day of ________________ 19 ____

at ____________________.

____
(Signature of Person Administering Oath.)

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____
(Type Name, Grade & Title of Person Administering Oath.)

misnumbered (p. 760 omitted)

PROGRAMMED TEXT
3ABR81230

Technical Training

Law Enforcement Specialist

LAW ENFORCEMENT OPERATIONS

November 1974

HEADQUARTERS 3280TH TECHNICAL TRAINING GROUP
USAF Technical Training School
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

FOREWORD

This text is designed to support course 3ABR81230, Law Enforcement Specialist. It contains necessary information, and is presented in the preferred teaching sequence in order to achieve stated objectives. It is used for reading assignments and practical application of individual skills during attendance in formal Air Training Command (ATC) courses conducted within the Department of Security Police Training. Knowledges acquired from this text will help you perform the exercises, solve the problems, or answer the questions presented in the Learning and Criterion Exercise booklets. It also gives you the knowledges needed to perform as a Law Enforcement Specialist. This text was designed using Instructional Systems Development principles and concepts.

This text is distributed on the basis of one for each instructor and student. It is *organizational* rather than *personal* property and is authorized to remain in the personal possession of individuals to whom issued only so long as it is required for instructional and training purposes. *It will be reused as long as serviceable.*

This material has been validated using 191 students. Average completion time required is 1 hour and 49 minutes.

Copies of this text are issued by the Curricula Unit on request.

INSTRUCTIONS

The material in this text is presented in a programmed format. An explanation of how to use it is as follows:

Programmed instruction presents information in small teaching segments. Each segment includes information which you must read and then it directs you to respond to a learning exercise which requires an active response on your part. These steps must be performed in a given order, one at a time. A set of segments along with the learning exercises is designed to help you achieve the criterion exercise at the end of each major portion of instruction.

OFFICIAL

ARTHUR B. RUPERT, Colonel, USAF
Director, Department of Security Police Training

Supersedes Programmed Text, *Law Enforcement Operations*, February 1973.

OPR: TSPT (C)

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Department of Security Police Training
Lackland AFB, Texas 78236

PT 3ABR81230
November 1974

LAW ENFORCEMENT OPERATIONS

INTRODUCTION

This unit introduces you to Law Enforcement Operations and duties of a security policeman. It contains information and techniques necessary for you to safeguard USAF Physical Resources from loss or damage, and the protection of funds.

As a basic policy, unnecessary restrictions against personnel visiting USAF bases are avoided. However, this policy does not relieve a commander of his responsibility to take actions necessary to safeguard USAF Physical Resources. Each base commander must determine the degree of control required over personnel entering or leaving his base. A system of complex, time-consuming entry control procedures at base entrances serves few useful security purposes. On the other hand, a complete laxity of entry control procedures will have a detrimental effect on the security of a base. Entry control procedures are devised to provide the required degree of protection without hindering the base mission or inconviencing personnel without cause. These policies are not intended to delay normal domestic or social activities of families residing on the base nor to hamper or preclude properly arranged private visits or public visits during officially sanctioned demonstrations and/or celebrations.

Therefore, this unit is very important as you must enforce basic policy by controlling personnel and, at the same time, use a high degree of tact and courtesy when confronting personnel. As a security policeman, your post assignment will vary from day to day. Since a security policeman is constantly coming in contact with the public, he must always possess tact, diplomacy, and keen, sound judgment. Additionally, regardless of post assignment, it must be in a clean order at all times — before going on post, while on post, and prior to relief.

OBJECTIVES

Before completing this unit of instruction you will accomplish the following objectives:

1. Match the functional duties of a gate guard, entry controller, and desk sergeant with those tasks performed by each, with no more than three errors.

2. Given situations depicting various resources and methods used to safeguard them, select those methods which best protect the resource, with no more than three errors.

3. Given situations concerning patrols, select those which reflect a proper use of patrol procedures, with no more than two errors.

4. Given 15 statements, identify those which reflect the correct information concerning "Responding to Disasters," with no more than four errors.

TERMS

Before you begin, an explanation of certain terms used in this text is required:

USAF PHYSICAL RESOURCE. All property, real, personal, or mixed, within the jurisdiction, administration, or custody of the U.S. Air Force and its units, exclusive of operational resources under the Air Force Security Program. Operational resources are weapons systems, combat support systems, and nuclear weapons required for war operations.

CONTROLLED AREA. A land or water area, building, structure, or room, to which entry must be controlled to protect USAF Physical Resources, such as weapons storage areas, sensitive communications equipment, Desk Sergeant office if a central depository is located in its confines, and when a cashier cage (Officers' Club, NCO Club, Base Exchange, or commissary office) or finance office maintains a sum of money of more than $5,000 during operational hours. These areas must be identified by sign(s). When an entire building or structure is declared as a controlled area, it must possess as a minimum an entry controller, entry point lighting, perimeter fence, and perimeter lighting.

PHYSICAL SECURITY AIDS. Those devices, such as fencing, lighting, intrusion detections alarms systems and dogs, that are used to aid in the protection of physical resources.

ALARMED FACILITY. A building or facility that is protected by an intrusion detection alarm system.

DEPOSITORY. A facility where activities without alarm systems store their funds.

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Base Gate Guard

Gate guard duty is performed by law enforcement specialists at every installation to control entry into the installation, protect Government property, and provide information and assistance to visitors and newly assigned personnel. Since the image of the security police, the base, and often the entire Air Force, is portrayed by the appearance, actions, and responsiveness of the security policeman assigned as gate guard, it is essential that procedures be uniform throughout the entire Air Force to avoid variations in this duty.

You should have a comprehensive knowledge of the layout of the base at which you're assigned, and the location of all organizations, service clubs, and facilities in order to give assistance to personnel requesting specific destinations. Additional tasks as a gate guard will be to issue base maps, handouts, and visitors' passes. The procedures for filling out and issuing visitors' passes depends upon base policy and will not be discussed here. You will be briefed on these procedures at your next base prior to assignment of this duty.

You must also familiarize yourself with antirobbery procedures when posted as a gate guard. In most cases, you will be notified by the desk sergeant as to what the situation is. Your responsibility normally will be to close the gate to outgoing traffic and check every vehicle and person coming on base for their identification and right to be on base. The desk sergeant will notify you of the antirobbery termination at which time you will open the closed gate and resume normal operations. Antirobbery procedures are not standard since they depend upon the composition of the base and the physical characteristics of the gate. You will be briefed on local procedures upon arrival at your next duty station.

Except in bad weather, position yourself outside the gatehouse (standing in a relaxed position of attention or parade rest) where you can observe all incoming and outgoing traffic, both vehicular and pedestrian. Direct vehicles through the gate by hand signals. These signals are standard and will be covered in "Traffic Control." If a vehicle stops or is stopped for an extended period of time, direct the driver to move his vehicle out of the line of traffic to insure that other vehicles have open lanes of roadways when coming on base.

The exchange of hand salutes between you and officers in moving vehicles is not mandatory, but if you can readily identify the officer, render the salute. It is customary to salute general officers and wing and base commanders in appropriately marked Government vehicles.

Additionally, when posted (as a gate guard) you should inspect the gatehouse for cleanliness, forms, supplies, handouts, and equipment. If any discrepancies are noted, report them immediately to your supervisor.

The gate guard should never smoke, chew gum, consume food or sodas in view of the public, as he renders the first impression of the base and the United States Air Force when anyone enters the base.

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Although the gate guard can and does receive complaints, he should refer the complainant to the desk sergeant. This is because he cannot break away from his duties.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 1.

Entry Controller

Your responsibility as an entry controller differs from a gate guard in that you are responsible for enforcing entry control procedures that apply to a given area. Even though you are assigned as an entry controller, you must possess tact, diplomacy, good judgment, and be familiar with the layout of the base and organizations, as you will rotate posts daily. Entry control procedures are those selective methods used to provide positive identification of vehicles and personnel entering your assigned areas. Basically, four methods, or a combination thereof, are employed. They are: personal recognition, authorization lists, identification cards, and controlled-area badges.

PERSONAL RECOGNITION. Personal recognition is where you personally recognize the person requesting entry into a controlled area. It is most effective, and the quickest method available of allowing entry, when a small number of persons must gain entry into the area. Personal recognition simplifies the control process and is an extremely helpful tool during emergency situations when time is of the essence. Under this system, the same entry controller is assigned to the same post on a continuing basis so he can "personally recognize" all personnel.

AUTHORIZATION LISTS. An authorization list is prepared, authenticated, and kept current by the using organization within the controlled area. It contains the name, rank, and SSAN of personnel authorized entry. Normally, three copies of the authorization list are prepared. One copy is retained by the using organization, one copy is given to the entry controller, and the third copy is maintained by the desk sergeant. The list is used in conjunction with DD Form 2AF (Military Identification Card) to verify the need for entry into the area. When the ID card or the authorization list do not agree, entry must be verified by telephone or radio confirmation. This is normally accomplished by notifying the desk sergeant who in turn will contact the using organization. Under no circumstances are individuals permitted to enter the area until the verification cycle is completed.

DD FORM 2AF. Whenever entry into the controlled area is limited to military personnel only, the ID card is checked to establish the individual's military status.

CONTROLLED-AREA BADGE. If none of the measures just mentioned are considered an adequate method of control, the badge system may be utilized. The type of badge and instructions for its use vary from each command based on the local requirement for its use. However, the badge must contain the following information:

- The face of the badge must identify, by number, the specific controlled area to which it authorizes entry.

- It must have photograph and the name of the bearer.
- It must be printed on paper that cannot be altered without detection.
- The back of the badge must have the following statement:

> WARNING. This badge is the property of the United States Government. Its counterfeiting, alteration, or misuse is a violation of 18 USC 499, 506, and 701 and will make offenders liable to a heavy penalty.

See figure 1.

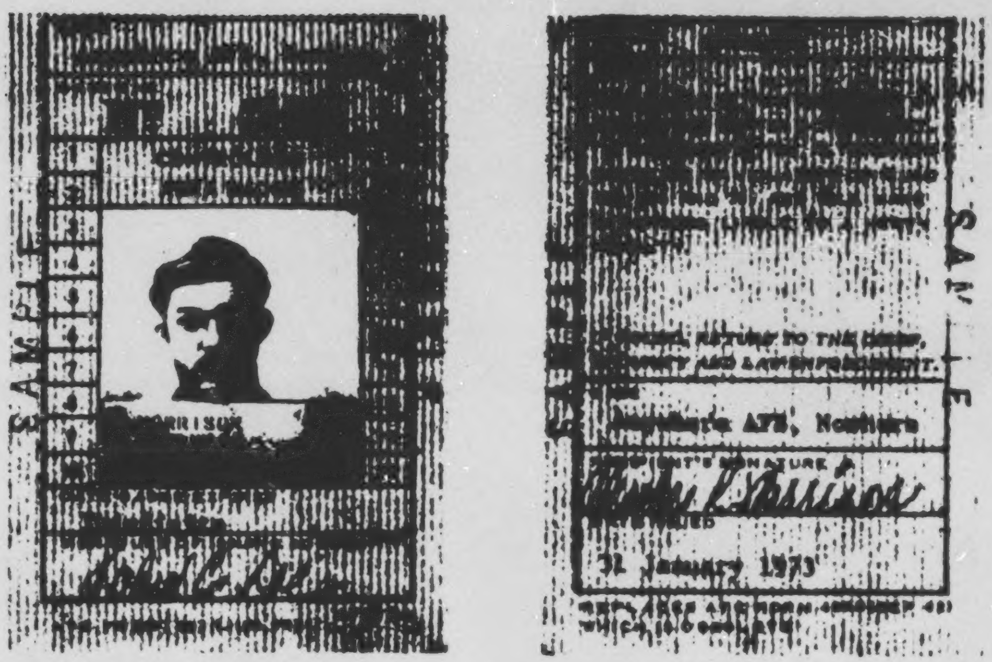

Figure 1. Example of a Controlled-Area Badge.

It must be laminated between two pieces of durable, flexible plastic and equipped with a button tab or metal clip so that the badge can be attached to the bearer's outer clothing.

Whatever system, or combination thereof, is employed to control entry into a controlled area, identification must be positive. If, at any time, a person's presence in an area is doubtful, you must take action to detain the individual and verify his presence. Verification is received through the desk sergeant, your immediate supervisor, or the commander. Under NO circumstances are individuals permitted to enter the area until the total verification cycle is completed. Local procedures are established for handling such situations.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 2.

Desk Sergeant

The role of the law enforcement desk sergeant is extremely important. This is because he/she acts in behalf of the flight sergeant when he/she is not readily available at law enforcement operations. Personnel selected for this position must be experienced and knowledgeable in law enforcement operations, in the use of communications equipment, communications procedures, and applicable forms and reports. In addition, he/she must possess the ability to react quickly and correctly under stress in a variety of situations. Such situations include the dispatching of patrols, riot control procedures, fire and emergency crime control procedures.

As a desk sergeant, you will be responsible for the operation of the communications net to insure that established operational and procedural practices are complied with by all personnel. Monitoring alarm systems, controlling entry into alarmed facilities, and protecting and controlling entry into depositories will also be your responsibility. Depositories such as the Base Exchange, NCO and Officers' Clubs, commissary, and finance are all alarmed facilities with the alarm terminating at the desk sergeant's office. Thus, if anyone attempts to enter these facilities without first notifying the desk sergeant for proper authorization, he/she will know an unauthorized intrusion has occurred. You will also be required to initiate and/or prepare all forms and reports for the flight commander's signature. For this reason, it is desirable that you possess the ability to type. Two of the principal reports you use are DD Form 1569, Incident/Complaint Report, and AF Form 53, Security Police Desk Blotter.

AF FORM 53, SECURITY POLICE DESK BLOTTER. The desk blotter is a chronological record of all events pertinent to security police. This form contains a summary of events that have occurred during your tour of duty. A typical example of events entered in the blotter (see figures 2 and 3) includes:

1. Guardmount.
2. Offenses investigated by security police or referred to OSI, to include times, facts, and circumstances.
3. Posting and reliefs.
4. Fund escorts, traffic citations, and traffic accidents.
5. Opening and closing of alarmed facilities and depositories.
6. Emergency actions (disaster control activities and squadron alerts).
7. The duty roster is typed on the reverse side of the blotter.

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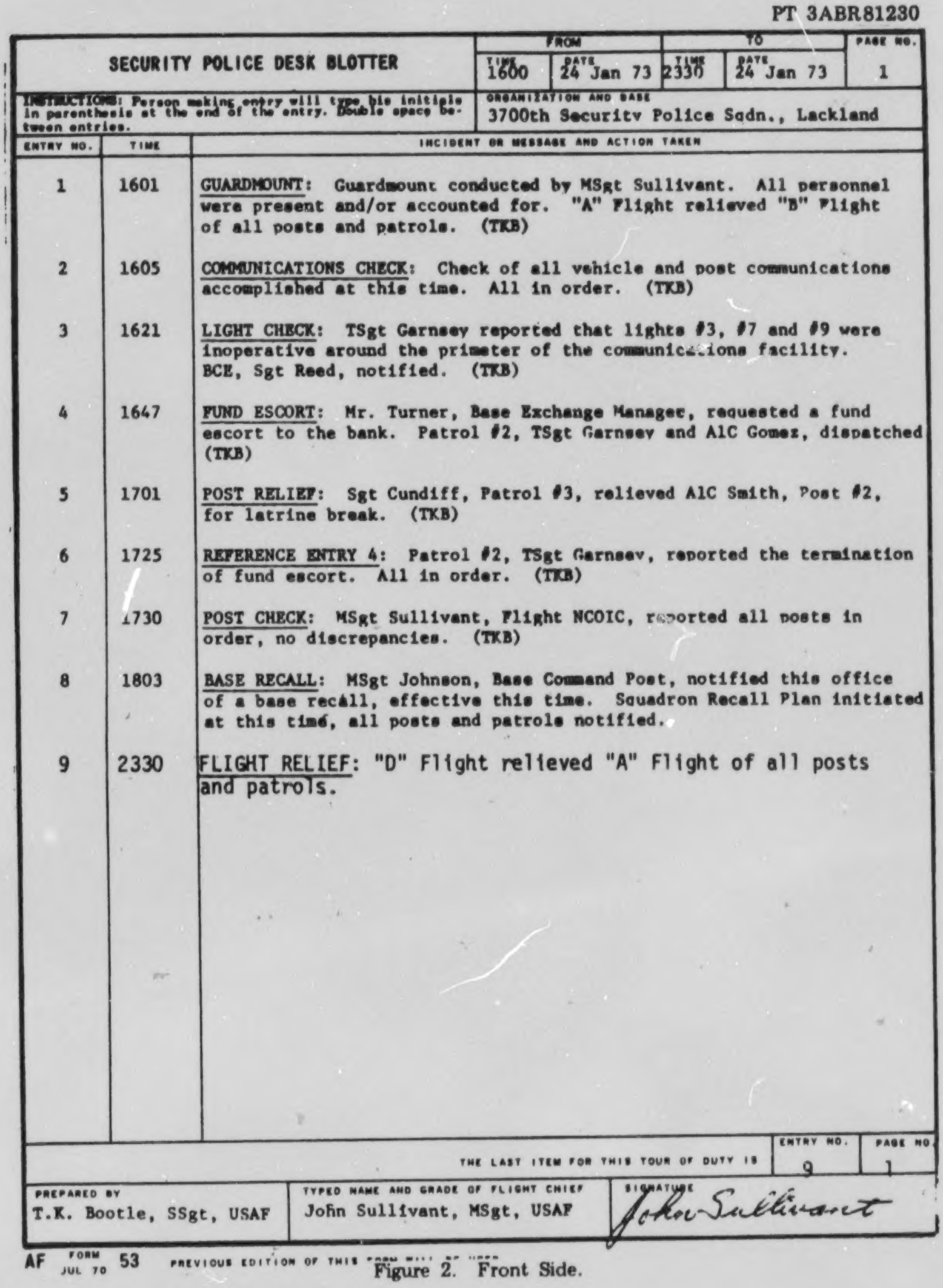
PT 3ABR81230



SECURITY POLICE DESK BLOTTER	FROM TIME	FROM DATE	TO TIME	TO DATE	PAGE NO.
	1600	24 Jan 73	2330	24 Jan 73	1

INSTRUCTIONS: Person making entry will type his initials in parenthesis at the end of the entry. Double space between entries.

ORGANIZATION AND BASE: 3700th Security Police Sqdn., Lackland

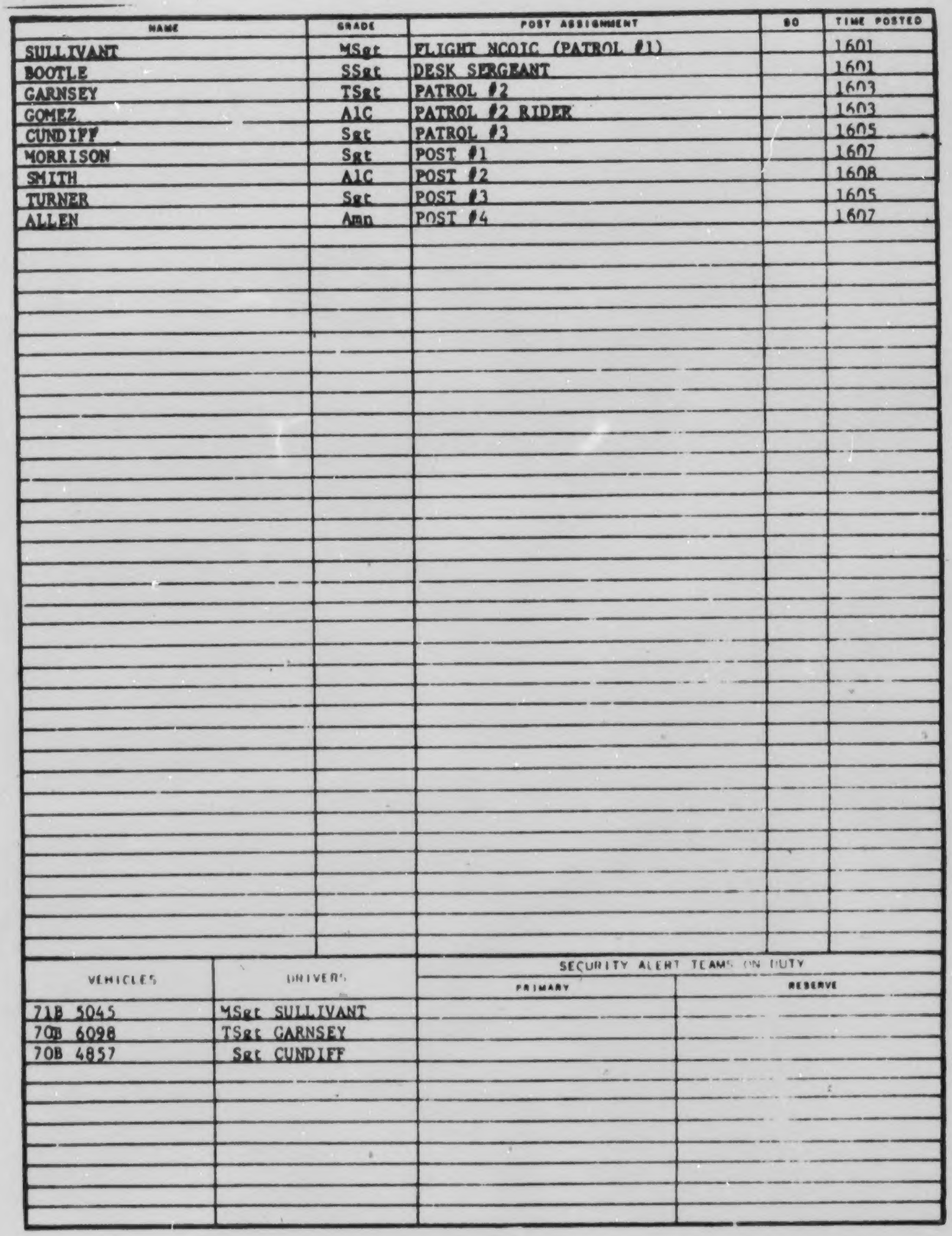
ENTRY NO.	TIME	INCIDENT OR MESSAGE AND ACTION TAKEN
1	1601	GUARDMOUNT: Guardmount conducted by MSgt Sullivant. All personnel were present and/or accounted for. "A" Flight relieved "B" Flight of all posts and patrols. (TKB)
2	1605	COMMUNICATIONS CHECK: Check of all vehicle and post communications accomplished at this time. All in order. (TKB)
3	1621	LIGHT CHECK: TSgt Garnsey reported that lights #3, #7 and #9 were inoperative around the primeter of the communications facility. BCE, Sgt Reed, notified. (TKB)
4	1647	FUND ESCORT: Mr. Turner, Base Exchange Manager, requested a fund escort to the bank. Patrol #2, TSgt Garnsey and A1C Gomez, dispatched (TKB)
5	1701	POST RELIEF: Sgt Cundiff, Patrol #3, relieved A1C Smith, Post #2, for latrine break. (TKB)
6	1725	REFERENCE ENTRY 4: Patrol #2, TSgt Garnsey, reported the termination of fund escort. All in order. (TKB)
7	1730	POST CHECK: MSgt Sullivant, Flight NCOIC, reported all posts in order, no discrepancies. (TKB)
8	1803	BASE RECALL: MSgt Johnson, Base Command Post, notified this office of a base recall, effective this time. Squadron Recall Plan initiated at this time, all posts and patrols notified.
9	2330	FLIGHT RELIEF: "D" Flight relieved "A" Flight of all posts and patrols.

THE LAST ITEM FOR THIS TOUR OF DUTY IS ENTRY NO. 9 PAGE NO. 1

PREPARED BY	TYPED NAME AND GRADE OF FLIGHT CHIEF	SIGNATURE
T.K. Bootle, SSgt, USAF	John Sullivant, MSgt, USAF	John Sullivant

AF FORM JUL 70 53 PREVIOUS EDITION OF THIS FORM WILL BE USED

Figure 2. Front Side.



NAME	GRADE	POST ASSIGNMENT	SO	TIME POSTED
SULLIVANT	MSgt	FLIGHT NCOIC (PATROL #1)		1601
BOOTLE	SSgt	DESK SERGEANT		1601
GARNSEY	TSgt	PATROL #2		1603
GOMEZ	A1C	PATROL #2 RIDER		1603
CUNDIFF	Sgt	PATROL #3		1605
MORRISON	Sgt	POST #1		1607
SMITH	A1C	POST #2		1608
TURNER	Sgt	POST #3		1605
ALLEN	Amn	POST #4		1607

VEHICLES	DRIVERS	SECURITY ALERT TEAMS ON DUTY	
		PRIMARY	RESERVE
71B 5045	MSgt SULLIVANT		
70B 6098	TSgt GARNSEY		
70B 4857	Sgt CUNDIFF		

Figure 3. Back Side.

You will handle complaints from base personnel either in person or by telephone. These complaints range from thefts in the barracks to personal disputes between husband and wife. It will be your responsibility to obtain all available facts and determine the nature of the complaint, make initial decisions concerning required actions, and dispatch patrols to investigate, if deemed necessary. In this capacity, tact, diplomacy, good judgment, and common sense must be used.

During antirobbery procedures you are the key man in the entire operations. Responsibilities include determining the nature of the alarm, possible routes of escape for offenders, necessary actions to take, and dispatching of patrols to cover both the alarms and escape routes. These actions must be accomplished within a matter of seconds.

The desk sergeant should report at least 15 minutes prior to going on duty to receive information and pass-ons from the desk sergeant going off duty. As a desk sergeant, you must insure that your post is continuously clean and in a presentable state at all times during your tour of duty. This is because the post itself is the nucleus of the flight and is frequently visited by high-ranking officials and dignitaries.

As you can see, the duties of the desk sergeant are difficult. Even so, it can be the most rewarding duty within our career field. You will not be expected to perform this duty immediately upon being assigned to your next duty station; however, it does give you a goal to strive for.

Go to your CRITERION Exercise Booklet and complete Criterion Exercise 1.

Physical Security Aids

The use of physical security aids (such as fencing, lighting, intrusion detection alarm systems, and military working dogs) is encouraged when the threat to USAF physical resources or personnel justifies them. They do not replace security police but are designed to be an aid in the performance of their duties.

MILITARY WORKING DOGS. The aim of the USAF Military Working Dog Program is to provide a commander with a means for increasing the security of sensitive areas, such as controlled areas, and enforcing law and order. Security policemen working with military dogs have proven to be much more effective than a lone human being, due to the dog's increased capabilities. For example, a dog's sight is ten times better than man's; his sense of hearing is 20 times better than man's. Additionally, the very presence of a dog acts as a psychological deterrent to potential offenders.

As a law enforcement specialist, you will be concerned with military working dogs in two capacities:

Law Enforcement. The patrol dog's abilities make him a great threat to would-be offenders. The dogs possess the ability to track, work in crowds, provide fund escort, and perform general patrol duties in living areas, parking lots, and special functions. The use of these dogs, as well as the special capabilities of them, should be widely publicized on bases that utilize them. This lets would-be offenders know that the dogs are on duty, thus producing the desired psychological effect. Just knowing that there is a possibility of being detected by a dog and possibly having the dog released on him, causes the person to think a great deal before deciding to commit an offense. Tactics such as using dogs and advertising their use can prevent potential situations from happening and may well prove to be the dog's most valuable attribute.

The use of patrol dogs is practically unlimited with the only restrictions being safety precautions and proper control of the dog by the handler. Safety precautions and control and commands for the dogs are taught to the handlers in the Military Working Dog School and are practiced by the handler on a continuing basis. For specialized work the patrol detection dog which has been trained to detect marijuana, and the heroin dog, trained to detect heroin, may be authorized for use at selected locations. When patrol dogs are used to detect drugs, the legal requirements of search and seizure still apply. Even though a dog is used, the search must be conducted the same as if there were no dog involved in the search.

Security. The establishment of a patrol dog post is determined by the type of terrain, condition of terrain, and other natural or artificial barriers which may be present in the area. A basic consideration in establishing dog posts is the prevailing winds. A dog's sense of smell is best utilized when he patrols downwind, and at some distance from the area being secured. Because of the wind factor, a dog post should be flexible. This permits the dog's hearing and sense of smell to take full advantage of any breeze that might carry the sound or odor of an intruder. When used for security, a military working dog is normally used in direct support of priority security elements on a base. Examples of utilization include, but are not limited to, alert aircraft areas, missile launch sites, special ammunition storage areas, and security alert team members.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 3.

FENCING. A fence serves as a legal and physical demarcation of a boundary. It is an obstacle that a person with illegal intent must overcome by climbing, cutting through, or jumping over. As a law enforcement specialist you will be concerned with two uses of fencing: around the base perimeter (legal boundary of the base); and around controlled areas.

Fencing around the base perimeter does not require surveillance on a continuing basis since an individual with illegal intent must still travel a distance and overcome other physical boundaries in order to reach an objective. It normally is constructed of three strands of barbed wire; however, on some bases you will find that mesh wire is used.

Fencing around controlled areas must be more substantial, since it is in direct support of a resource. If an individual crosses the fence, he has possible access to the resource being protected. Therefore, chain-link fencing is used. Chain-link fencing provides added delay and

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exposure of an intruder, increasing the probability of his detection and apprehension before he can reach his objective. Normally, only one gate is established to control entry into the area, and its location is based on logical routes of travel. The walls of structures may be used as a part of the boundary, if they serve security purposes to the same degree as fencing.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 4.

LIGHTING. A security lighting system, correctly designed and used, increases the effectiveness of security police performing their duties and, at the same time, serves as a deterrent to unauthorized personnel. Therefore, lighting systems serve an important role in connection with resources. There are four types of lighting systems employed. The type of lighting system is determined by local conditions and its intended use. Often, two or more lighting systems are used within a single area to provide the best possible security. This would depend upon the resource contained within the area. One fundamental objective must always prevail — the lighting system must always work to the maximum advantage of the security police and to the maximum disadvantage of the intruder. The four types of lighting systems are:

Perimeter Lighting. This system is focused outward from the fenceline. Perimeter lighting must produce the effect of extending the range of night vision of posted sentries outward from the area and, at the same time, restrict the vision of an intruder looking toward the fenceline. In other words, the posted sentry can see outside the area with ease, but the individual outside the fence has difficulty seeing the interior of the area. This lighting system should also conceal the location of sentries. An example of perimeter lighting would be the lights located on the fence of controlled areas. They shine away from the fence and light an area outside the fenceline of approximately 50 feet. This gives the security policeman 50 feet in which to see the intruder before the intruder reaches the fenceline.

Area Lighting. This type of lighting system is used primarily with resources such as alert aircraft that are sheltered from view to keep the intruder from determining the weapons system contained in the area. An area lighting system is designed to illuminate evenly to the fenceline the interior of the area in which it is installed. This lighting makes it extremely difficult for an intruder to move about without being detected. This system differs from perimeter lighting in that it lights the interior of an area and not outside of an area.

Entry Point Lighting. Entry point lighting makes it easier to identify personnel accurately and rapidly. Normally, the fixtures are placed so that the source of the light is above and to the rear of the entry controller and facing the person approaching the area. This gives the advantage to the entry controller. He can see and identify the person approaching the gate, but the approaching person has the lights shining in his eyes and has difficulty in placing the position of the guard. If the area is also equipped with perimeter lighting, the entry point lighting should extend outward from the gate area. This procedure eliminates "dead spots" in the perimeter lighting, leaving no area of approach open to an intruder.

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Special Purpose Lighting. The usefulness of this system is determined by terrain features and other local factors, such as weather, local population, and local threat to resources. This system is generally associated with areas that contain "exposed" resources (open to view) that are located near open fields, farmland, brush, or wooded areas. Special purpose lighting can range from individual spotlights to the more elaborate pole-mounted lights as seen around ball parks.

Lighting systems have proven to be of great importance to security police. Without them we would be required to post additional security policemen to cover a given area. The total number of personnel would be high within one area. Even with the additional posted guards, the intruder would have the advantage of the cover of darkness to enable him to reach his target without detection.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 5.

IDA (INTRUSION DETECTION ALARM) SYSTEMS. Three main categories of IDA systems are used to support security programs. They are: motion detector systems, mechanical detector systems, and vibration or sound detection systems. The type of system is determined by the type of detection sensor employed. Each type has its advantages and disadvantages.

Motion Detector Systems. These are capable of sensing the movement of a person into or within the detection field. As a rule, motion detector systems are more expensive and complex than any other type of system. Motion detectors may employ any of several technical principles in their design; for example, radar, electromagnetic radiation, sonics, Infra Red, or photoelectric cells.

The advantages of motion detector systems are that they can penetrate with alarm sensitivity the interior of a structure or, if certain principles are employed, an outside environment. Motion detector systems can be employed satisfactorily within structures that have many entry openings or that are so constructed that they could be entered through roof or walls.

A disadvantage of the system is that they can operate only when the structure or area involved is not occupied by authorized personnel. Thus, motion detectors cannot be used while personnel are working within the structure.

Mechanical Detector Systems. These operate by the physical movement or breakage of a feature of some part of the building. Normally, they are associated with masonry or concrete-type buildings or structures that have relatively few points where an intruder could gain entrance without a major effort. As a rule, mechanical detector systems cost less than motion-type alarms. They are less prone to nuisance and false alarms where compatible structural features are present. While motion detector systems generally are the products of modern technologies, mechanical detector systems have long been in use and have served well in the roles for which they were designed.

Vibration or Sound Detection Systems. These use sensitive vibration or sound pickup devices installed in the protected area to listen continuously for intrusion vibration or noises. Increases in vibration or noise level within the area, such as would be caused by windows breaking, the walking of an intruder, chipping of concrete, etc., can be detected and used to initiate an alarm signal. For best results, a vibration or sound detection system must be associated only with reasonably "quiet" areas.

Knowledge of these types of alarms and the structures which house them is necessary to prevent premature activation of alarm structures when responding to incidents or during normal rounds or making building checks. For example, if you are out making building rounds of a structure that has vibration equipment, you would not go around and rattle the doors and windows but ensure that the building is secure and intact.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 6.

Safeguarding Public Funds

ALARMED FACILITIES. Fund activities that are protected by approved detection alarm systems are permitted to store larger amounts of funds than nonalarmed activities. Any fund activity that has more than $2,000 in operating funds will have either a silent or duress alarm system connected directly to security police operations. This method assists in rapid implementation of antirobbery procedures as the IDA panelboard is normally operated by the desk sergeant.

The alarm system is connected to the fund container (safe, bank vault) rather than to the structure in which the container is located. The container will be of such size and bulk that it cannot be easily removed from the view of an armed guard. This keeps a potential thief from moving the container from view and then breaking into it. If possible, containers will be located in a position where they can be seen from outside the building or room. This procedure insures that the building can stay secured and the security policeman can still check the container. During nonoperating hours, a strong light will illuminate the immediate vicinity of the container. This will deter an intruder and allow the security policeman to check it from outside the building.

All fund activities protected by an alarm system will provide the chief, security police, with an authorization list of personnel authorized to open or close the container. This list normally includes the name and duty title of persons allowed to open or close containers. The person whose name appears on this list notifies the desk sergeant prior to opening or closing the container. An authentication code is developed locally to insure positive identification of persons opening or closing the container. All openings and closings of alarmed facilities and/or containers are recorded in the AF Form 53, Security Police Desk Blotter, which will be covered in the unit "Desk Sergeant."

AUTHENTICATION CODES. The purpose of an authentication code is to insure that only authorized personnel open or close an alarmed facility, vault, or safe. The authentication code list is also given to the chief, security police. This list, plus the authorization list, are kept by the desk sergeant and are for "Official Use Only."

The authentication code list is prepared monthly, normally by the law enforcement NCOIC. This list will contain a different code for each day. Upon completion of the code a copy is disseminated to each fund custodian of all alarmed facilities. When an individual wishes to open or close a facility, he telephonically notifies the desk sergeant. The desk sergeant, upon obtaining the name, checks the name against the authorization list. When identification is satisfied, the desk sergeant challenges the individual with the authentication code of the day. If the individual satisfies the challenge, he is informed that it is safe to open/close the facility or container. If the individual fails to answer the challenge correctly, he must be considered a perpetrator and the desk sergeant will initiate the antirobbery procedure without alerting the perpetrator. The authentication code list is a very simple code, yet very effective. Normally, the list is made up of two-digit numbers. For example, if a month has 30 days, the list will contain numbers 1 through 30. To the right-hand side of the day of the month will be another number which is known as the challenging number. If Mr. Caneleo, Base Commissary Custodian, wishes to open his safe, he calls the desk sergeant. The desk sergeant checks his authorization list and insures Mr. Caneleo is authorized to open the safe. After finding his name, the desk sergeant looks at his authentication code list. If the date is day fifteen of the month, he looks at the challenging number to the right of day 15. And, if the challenging number is 37, the desk sergeant would say 21. Mr. Caneleo, who also has an authentication code list, must answer 16. These two numbers, 21 and 16, add up to 37. The desk sergeant then allows the custodian to open his safe. Closing procedures are initiated in the same manner. The same challenging number can be used throughout the day for all alarmed facilities, but the desk sergeant must use a different number when using the first part of the challenge. Fractions must NOT be used to deliberately confuse the custodians.

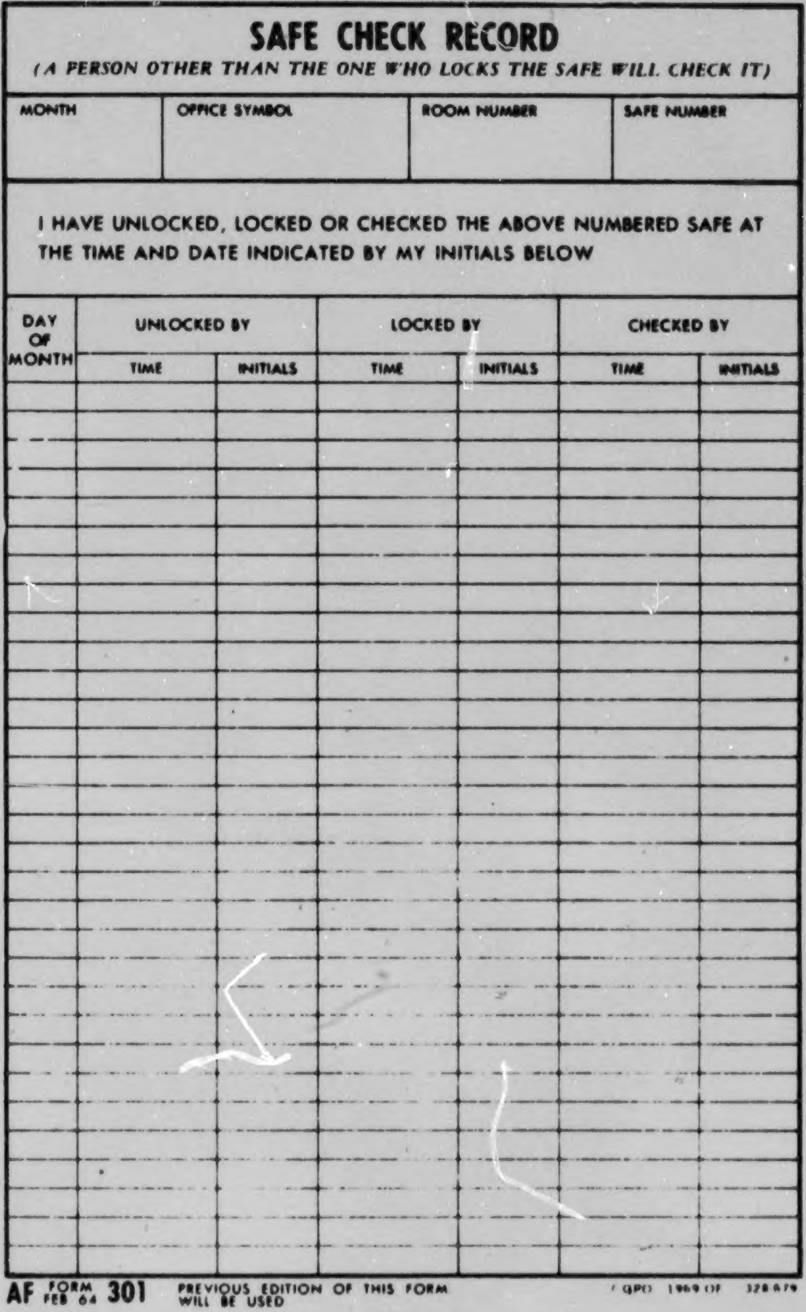
Go to your LEARNING Exercise Booklet and complete Learning Exercise 7.

CENTRAL DEPOSITORIES. The basic responsibility of security police personnel guarding a central depository is the prevention of theft. Responsibility is normally limited to properly identifying personnel opening and closing the container and witnessing the AF Form 301 to the effect that the container has been opened and closed at a given time and date.

A separate container is normally provided each fund activity securing funds. However, more than one activity may share a container if there is a separate, locked drawer or compartment for each activity. Each container or compartment is secured with an individual combination padlock. AF Form 301, Safe Record Check, is maintained separately for each activity and is attached to the side of the container. This form contains the name of the person opening and closing the container, date, time of opening and closing, and the name of a witness (normally the desk sergeant) to the opening and closing. See figure 4.

If the depository is not located in security police operations, the following security measures should be taken in addition to having an armed guard:

- Doors should be constructed to assure reasonable assurance against forced entry.
- Door locks should be jimmy-proof and bolted to the inside of the door.
- Windows should be protected by security screening or steel bars.
- Vents, crawl spaces, or other openings should preclude illegal entry.
- If needed, bars or security screening should be installed.



SAFE CHECK RECORD

(A PERSON OTHER THAN THE ONE WHO LOCKS THE SAFE WILL CHECK IT)

MONTH	OFFICE SYMBOL	ROOM NUMBER	SAFE NUMBER

I HAVE UNLOCKED, LOCKED OR CHECKED THE ABOVE NUMBERED SAFE AT THE TIME AND DATE INDICATED BY MY INITIALS BELOW

DAY OF MONTH	UNLOCKED BY		LOCKED BY		CHECKED BY	
	TIME	INITIALS	TIME	INITIALS	TIME	INITIALS

AF FORM FEB 64 301 PREVIOUS EDITION OF THIS FORM WILL BE USED GPO 1969 OF 328-679

Figure 4.

ANTIROBBERY PROCEDURES. Each installation must establish antirobbery plans to protect funds from theft. These plans should include procedures for responding to duress and other type alarms, communications procedures, controls to be applied at installation gates, and coordination efforts with local civil law enforcement agencies. These plans must be practiced periodically by security police and the activities handling funds.

Normally, a security police unit will determine the logical routes of escape from fund activities and then formulate antirobbery procedures around such routes. Each member of the unit must know exactly what to do in the event of robbery and be able to implement his portion of the plan without hesitation. Patrols will respond to the scene of the robbery, try to cut off escape routes from the base, and observe all traffic passing through their areas of patrol. Gate guards cut the flow of traffic to block the routes of escape. Also, by cutting the flow of traffic, patrols which may be in pursuit of the offenders are able to travel without interference of normal traffic. Civil law enforcement agencies, if involved, are also able to travel the road leading into the base without interference of outgoing traffic.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 8.

Go to your CRITERION Exercise Booklet and complete Criterion Exercise 2.

Patrolling

Most of your duties within the scope of patrolling will be through observation. Observation can take place either while you are driving the vehicle through your patrol area or while you have the vehicle parked. If you park the vehicle to observe traffic, always insure that it is parked in such a manner so as to be seen by the public. The conduct of traffic often improves when security police vehicles are in full view of potential offenders. Most drivers are naturally more cautious when traffic enforcement is close at hand. For this reason, unlike civilian counterparts, security police do not use unmarked vehicles.

Bases are divided into patrol areas and normally have one patrol assigned to each area. However, on some bases, due to a shortage of vehicles and personnel, it sometimes becomes necessary to assign more than one area to each patrol. When assigned to a patrol area, there are certain considerations that you should be aware of. The first of these is your area of assignment. LEARN IT THOROUGHLY! Know all the streets, how to negotiate them readily, short cuts from one area to another, and the quickest route between points within your area. Learn which streets are the most likely to provide an escape route to an offender trying to leave the base. This knowledge may make the difference between apprehending a suspect or allowing him to escape. A security policeman must be especially observant while patrolling his area to be effective. Avoid setting a pattern of travel by varying your timing and route of travel. In this manner, you are more apt to detect moving traffic violators.

There are two areas of patrols that concern you as a law enforcement specialist — on-base patrols and off-base patrols. We will discuss these patrols and the duties related to each in this unit of instruction.

ON-BASE PATROLS. There are many duties involved with patrol duty on a base. The size of your patrol area and the extent of your functions will vary with the size of the base and local policies. However, there are certain duties that affect all patrols, regardless of the base and local policies.

Supporting Guards. One of your duties will be supporting personnel who are assigned such duties as Gate Guard, Entry Controller, Walking Patrols, and Military Working Dog Teams. Your primary function in respect to posted guards is to respond to emergency situations which they might encounter and to render assistance.

Normally, you will be notified of the emergency, post affected, and the nature of the emergency by the desk sergeant. This procedure does not prevent you from proceeding to incident on your own if you hear the guard notify the desk sergeant by radio and the affected post is in your area. However, you should always contact the desk sergeant by radio and acknowledge the receipt of the message. Radio transmissions from the desk sergeant will be brief but should give you a good idea of what to expect at the scene. Although the radio transmission will be brief, and time is of the essence, you must be sure that you understand the situation and any special instructions given you.

The route of travel that you take is important. We have already discussed your responsibility in knowing your area. Notify the desk sergeant as to which route of travel you are taking so that he can monitor your progress. Whenever possible, do not utilize your red light and siren — this alerts the offender of your approach to the scene. This may endanger the very guard you are trying to assist. When approaching the scene, keep your headlights away from the position of the guard if at all possible. Lighting him up may give the guard's exact position to the offender and possibly give the offender a good target if he is armed and resisting.

There are few incidents in which deployment from the vehicle can be standard. You must take whatever action seems best at the time. If you are familiar with the area, you can formulate your deployment plans as you respond to the scene of the incident. The following guidelines will assist you in deploying at any given incident:

- Assess the general situation and call for additional assistance if you believe it is required.
- Prevent hostile actions if possible.
- Seal off possible escape routes open to the offender.
- Keep your headlights off or at least away from the guard's position.
- Use the vehicle to afford as much protection to yourself as possible.

In addition to responding to emergencies, you will also be required to support guards under a variety of normal situations. These include, but are not limited to, latrine breaks, relief breaks, relief for meals. These breaks should be scheduled so that they are not accomplished during hours of peak traffic. Such duties will be prescribed by local regulations and the flight commander on duty.

Provide Assistance and Identify Hazards. In the performance of patrol duty, you will frequently be required to give assistance to the public. For this reason you should become thoroughly familiar with the entire base and know the location of such places as the base hospital, commissary, base exchange, and service clubs. If at all possible, carry a supply of base maps in your vehicle so that they may be given to persons requiring directions. This will

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prevent confusion among visiting personnel and reflect favorably upon the security police and the Air Force. Always use tact and resourcefulness and deal with the public in a firm, courteous manner. If the individual requesting information seems to find difficulty in your explanation of directions, take the time to brief him thoroughly. Never lose your temper or act disgusted with such personnel.

You will also be called upon to provide a wide variety of additional services to the public. Because you are a policeman, people will naturally contact you whenever they need assistance with virtually any problem that they encounter. You may be called upon to render assistance to a sick person, escort a private vehicle to the base hospital, pick up stray animals, care for a lost child and locate his parents, and even explain to the occupants of base housing why the trash hasn't been picked up on time. Even though your primary duty is crime prevention, you are expected to handle normal requests for assistance in the same professional manner in which you perform all other duties. For example, even though it is not the responsibility of the security policeman to know why trash has not been picked up in base housing, you can explain to the individual in a courteous manner and then report the situation to the sanitation department when you find time.

As explained previously, your primary means of crime prevention is the use of observation. By constantly looking at your area, you can readily identify hazards in the area. Such hazards include traffic lights that are inoperative, signs that are missing, holes in the road, and areas that become congested during peak hours of traffic. Notify the desk sergeant of such hazards to public safety and then make a note regarding the discrepancy in your notebook. If the item is not replaced or repaired within a reasonable period of time, notify the desk sergeant again for followup action. Your patrol area will only be as safe as you make it. It is far better to prevent an accident than it is to investigate it.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 9.

Escorts and Convoys. Escorting funds and weapons will vary according to local conditions and the format prescribed by the installation commander. There are certain procedures, however, that must be met regardless of the installation.

Fund Escort. When armed escorts are required to move funds from the fund activity to the depository, security police provide the escort. Local commanders prescribe escort procedures and the amount of funds necessary before an escort is provided. Since you, as a security policeman, will be providing these escorts, it is important that you know the procedures involved.

The desk sergeant notifies you when an escort is needed by a fund activity. At the time of notification, he gives you the name of the activity involved, location, and the name of the person requesting the escort. When you respond to the location for the escort, use a rear entrance to the facility if one is available. Try to avoid being seen by the public. In this manner you do not advertise that funds are leaving the facility. If the escorting of funds between a fund activity and an on-base depository occurs on a regular basis, the route and time of travel should be varied to avoid setting a predictable pattern. You, as the escorting security policeman, will not perform any other duty that would detract from your primary protective responsibility. Examples would be driving the vehicle or carrying the fund container. Normally, two security policemen are assigned to escort funds — one to drive the vehicle and one to protect the person carrying the fund container. During the escort, maintain constant radio contact with the desk sergeant and notify him of any unusual activity whicy may occur. When the escort arrives at its final destination, do not terminate the escort until the funds are secured in the depository or facility to which they are being transferred. For example, do not stop at the Base Exchange and allow the person with the fund container to dismount the vehicle, and then drive off, leaving him to care for the funds. Always escort the person until the funds are secured. Upon completing the escort, notify the desk sergeant and then return to your patrol duties.

If funds are to be escorted off base, security police will escort them. Off-base fund movements will be coordinated with the local police. Obey traffic regulations and all instructions from the civilian police as long as they do not violate Federal law or lessen the protection of the funds. If instructions of the civilian police violate Federal law or lessen protection of funds, notify the civilian police escort in a courteous manner. If, at this point, they do not change their instructions, notify the desk sergeant for further instructions. Use your siren and red light only for emergencies.

Weapons Escort. Security of weapons in transit is determined locally by the installation commander. Normally, if weapons are being moved on base, security police will not be required to escort them. However, when weapons are moved off base, security police may be required to provide an escort. If you are escorting weapons in an off-base movement, you will be the lead vehicle. Insure that local authorities are notified of the movement. During the escort, notify the desk sergeant of your location approximately every 5 minutes so that he can accurately plot the movement. When your final destination is reached, insure that the weapons are not left insecure. Any armed military personnel can guard weapons. For example, weapons maintenance personnel are authorized to protect weapons.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 10.

Building Checks. In addition to routine patrol duties, you are required to conduct building checks. The purpose of making building checks is to insure that all buildings on your checklist are secure. Base patrols are required to make periodic security checks of all important facilities on the base. Such facilities are the bank, finance office, and commissary. You will be provided with a building checklist which will identify each facility within your patrol area that requires checking. Once you have relieved the previous patrolman, responsibility for insuring that the buildings are secure rests with you. Therefore, make your first check as soon as possible and report any discrepancies discovered to the desk sergeant. If you find a building insecure, report it and then protect it until the custodian has inspected the building to insure that an attempted or real crime has not been committed. Never assume that a building is secure because you find no evidence of a forced entry upon casually glancing at the doors and windows. When making a building check, physically walk around it and check each window, door, padlock, bar, and alarm tape. Look for the unusual to insure that nothing has been tampered with. Vary the time and method of checks to avoid setting a pattern. Regardless of how many times you have made a building check during the tour of duty, make a final check just prior to being relieved.

If, during your check, you discover forced entry, immediately notify the desk sergeant. The desk sergeant will dispatch additional patrols to secure all entry/exit points and notify the OSI and building custodian. Remember that you must *never* enter a building that is insecure or been broken into, by yourself. The flight chief will also respond to the scene to take over the situation until arrival of the OSI.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 11.

Responding to Complaints. Most complaints that you will respond to will be telephoned in to the desk sergeant. He will receive the initial call, take pertinent information, and notify and dispatch you. One thing that you must always keep in mind in regard to complaints — people have a tendency to tell the desk sergeant only what they feel is enough to get a patrol to respond. This is because they are normally nervous or excited and in a hurry. Therefore, when you respond to what you think is a minor incident, it may well turn out to be a major offense. Treat every response to a complaint with respect. Never respond with a complacent attitude. It may cause injury to yourself and others.

When responding to the scene of a complaint, you are actually conducting a preliminary investigation. Regardless of the nature of the complaint, you must remember the rules concerning evidence and search and seizure. At the scene of the incident your ability to recognize and preserve evidence may mean the difference in solving or losing the case. Since you will be the first person at the scene you must use good judgment in all your actions. Every complaint cannot and should not be handled the same. It would be impossible to list a set of rules to be followed. Many complaints received by the desk sergeant will be minor in nature and can be disposed of by the investigating patrol without unnecessary harassment of any of the individuals concerned. Examples are disputes between neighbors, drunken husbands, and misplaced items that have been found. In handling this type of complaint you must use discretion and common sense. If the incident can be resolved at the scene and you believe that it is in the best interest of all parties concerned, then do so. You are still required to submit a DD Form 1569.

In handling incidents of a more serious nature, there are certain actions that must be taken by the investigating security policeman. The successful investigation will depend upon your ability to interview complainants, witnesses, and the alleged offender. An interview is an informal questioning session to learn facts from persons who may have knowledge of the incident. The object is to get all possible information that may lead to the solution of the problem.

Usually, the security policeman and the person being interviewed are strangers; therefore, introduce yourself and make a general statement regarding the purpose of the interview. For example, Mrs. Simmons has made a complaint about the noisy party being given by her next-door neighbor. After talking to Mrs. Simmons and receiving her complaint, you approach the

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neighbor as follows: "Good evening, sir. I am Airman Jones, a security policeman. One of your neighbors has complained about the noise of your party." This introduction should be made in a courteous, businesslike manner. In introducing yourself to the alleged offender, you may defeat your purpose by antagonizing him. An example would be an introduction as follows: "Hey, Mrs. Simmons says that your party is too loud. Keep the noise down or I'll run you in." Here you have made the offender angry and put him on the defensive. From this point on you will find him difficult to communicate with, and the situation that should have been minor is now complicated. Remember the text on Human Relations whenever you are dealing with people.

NOTE: *NEVER* tell an offender who made the complaint against him because it may cause further complications after you leave the scene.

Complete notes of an interview are essential. Even though the nature of the complaint is minor, keep in mind the fact that you will still be required to complete DD Form 1569 upon completion of your investigation.

If you do respond to the scene of what is believed to be a minor complaint and find that it is an offense of a serious nature (major offense), you are limited in your actions. Security police conduct initial investigations and interviews, but do not investigate major offenses. Notify the desk sergeant of the seriousness of the incident and give him all available facts regarding the type of offense, location, suspected offenders who have departed the scene, and request additional assistance if needed. Secure the scene to the best of your ability.

Investigation of major offenses is primarily the responsibility of the OSI. Before the arrival of OSI investigators, your actions are limited to such functions as preventing the escape of offenders, securing aid for any injured persons involved, isolating and protecting evidence, and taking the names of any witnesses that may be available. Anything that may change before the arrival of the investigator is noted in your notes. Such changes would be the weather, visibility, odors, and position and condition of evidence. At the scene of a major incident, you will not interview witnesses. A witness may be willing to give you the facts, but may then be reluctant to repeat his statements to the investigator. As soon as the investigator arrives at the scene, brief him on all aspects of the offense and give him the names of witnesses, location of evidence, and a briefing of the overall situation as recorded in your notes.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 12.

Responding to Emergencies. Emergencies can occur at any time. Normally, there will be regulations or special operating instructions published on each installation which will tell you exactly what to do in each situation. Emergencies may consist of fires, explosions, aircraft crashes in built-up areas, severe weather, or riot control. Security policemen are normally limited to crowd and traffic control and the warning of persons within the affected areas, except, of course, during anticipated or actual riot control activities.

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Responding to Alarms (Antirobbery Procedures). Specific antirobbery procedures will be established locally by the commander. The type of alarm systems used to protect against intrusion has already been covered. When an alarm is activated, the desk sergeant will notify you of the location. When responding to an alarm activation, you will normally utilize Code 2. Another name commonly used for Code 2 dispatch is "the silent run." Obviously the use of a siren during a response to an alarm activation would merely warn the perpetrator of your arrival. Therefore, whenever you are responding to any type of "crime in progress" situation, you should utilize the "silent run" (Code 2). In addition to not using the siren, you must also remember to turn off the red lights prior to arriving at the alarmed facility so as not to visually warn the perpetrator. Upon arriving at the facility, position yourself in the best manner possible to detect any personnel attempting to enter or leave. In all probability, there will be more than one patrol responding to the alarm. In this event, you respond to a predesignated position as determined in local plans. After positioning your vehicle, evaluate the situation and take necessary actions to determine why the alarm was activated. If there is an actual break-in, you will receive instructions as to the actions to take from the desk sergeant. The area will be searched and suspects apprehended. The important thing once again is to secure the scene and preserve all evidence. It is important that constant radio contact be maintained with the desk sergeant who directs the operation.

OFF-BASE PATROLS. There are restrictions placed upon security policemen assigned to off-base patrols. These restrictions are basically the same as explained in the text containing Search and Seizure. You must also acquaint yourself with additional restrictions imposed upon you with regard to assisting civil authorities, checking passes, and entering public establishments. Security policemen are encouraged to cooperate with civilian police to insure mutual assistance and exchange of information. You may accompany civilian police at special functions or events in which a large number of military members are participating; however, you will not direct, order, or otherwise exercise any authority over civilian personnel at such events. The Posse Comitatus Act prohibits you from enforcing civil law. To avoid possible violations of the Act, you are not permitted to ride with civilian police in civilian police cars on regular patrol routes. For additional information, refer to the text on Authority and Jurisdiction.

The primary mission of an off-base patrol is to preserve order among members of the military, give assistance and information, and to apprehend or control military personnel who violate laws and regulations. You do not control the way a member of the military uses his free time unless his actions are harmful to his welfare or would bring discredit upon the military.

Security policemen are assigned to off-base patrols on the basis of their proven reliability, experience, and personal appearance. These attributes cannot be overemphasized. Remember, you will be observed by the public constantly in the performance of your duties. Because of this close contact with the public, you will have to display mature judgment, tact, and diplomacy. Improper handling of a situation in a public place can easily reflect discredit upon you, the security police, and the Air Force. One security policeman can affect the opinion of many people; he can present a good image or a bad image, depending on his actions. You must always perform your duties in such a way as to be admired by the public.

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Off-base foot patrols are used to control and aid military personnel at transportation terminals, amusement centers, and areas designated "off limits." Walking patrols cover sections of a town where trouble is likely to occur. You will work in pairs and make regular stops at places designated for patrol checks. As with the vehicle patrol, vary the timing of your checks to avoid setting a pattern. This gives your arrival at a place an element of surprise. This is especially helpful when checking off-limit establishments. The presence of a foot patrol in an area is usually enough to discourage potential violators. Most of the violations that you will encounter while on foot patrol will be minor in nature, such as uniform violations. You will be required to telephone headquarters at set intervals to report on your tour and to receive messages pertinent to your patrol area.

Customs Inspections

Security police are assigned responsibility to inspect for and report violations of the customs and related laws and regulations by U.S. military aircraft crews and passengers at special foreign clearance bases in the United States.

The law requires personnel on military aircraft to comply with the border clearance requirements of the various Federal agencies on entry into and departure from the United States. Federal officials are assigned to perform border clearance functions at regular foreign clearance bases in the United States. These functions may also be performed at special foreign clearance bases by U.S. Air Force personnel where specifically authorized by Headquarters, Air Force.

The definition of Foreign Clearance Bases is as follows:

> Regular Foreign Clearance Bases. Bases designated as entry points from any area, and as departure points for flights into specified foreign areas.
>
> Special Foreign Clearance Bases. Bases designated for entry and departure by aircraft operating under specific projects and under limitations imposed by the nature of the projects. These bases may be used for entry into the United States when the flight is not part of the authorized project, if the major commander responsible for the mission has authorized use of the base and the base commander has concurred.

There are two areas that you, as a security policeman, will be primarily concerned with: inspections and handling of violations.

INSPECTIONS. You, as a security policeman, will conduct three types of inspections: aircraft, cargo, and baggage.

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Aircraft. After the passengers have been off-loaded, security police customs inspectors board the aircraft and conduct brief inspections for baggage or other personal effects that might have been hidden or purposely left behind. When found, such articles are detained and an attempt is made to establish ownership.

Cargo. Security police have no responsibility in the customs clearance of cargo or unaccompanied baggage, including personal cargo, except in determining if restricted, prohibited, or unmanifested items (items not listed as official cargo by the aircrew) are on board. This determination is made during the aircraft inspection and consists merely of a visual check of the cargo against the cargo manifest. Do not open cargo to determine the contents. If unauthorized items of cargo are found, detain the cargo and notify the nearest U.S. Customs Inspector. Authorized cargo, including unaccompanied baggage, is processed for border clearance purposes by personnel other than security police.

Baggage. Examine accompanied baggage in the declarant's presence. When present, U.S. Customs officials may specify that only certain pieces of baggage be examined. Accompanied baggage is opened by the owner, and examined in his presence. Personnel whose baggage is in order are allowed to proceed.

HANDLING OF VIOLATORS. In all instances where personnel are suspected of having committed a customs violation, the suspect must be advised of his rights under the provisions of Article 31, UCMJ, or the Fifth Amendment to the Constitution, which applies to civilians and dependents.

The question of detaining personnel or baggage usually is determined by the seriousness of the offense. In minor violations, such as articles acquired abroad and not declared which have insignificant value, personnel are advised to declare the item and allowed to proceed. In cases involving major violations, such as a willful violation (concealing articles in shoes or toilet articles), a U.S. Customs inspector is requested to provide instructions for the disposition of both the offender and the property. As a general rule, when in doubt, contact a U.S. Customs official for assistance.

In major violations of a serious nature, for example drug and weapons offenses, a personal search of the suspect normally is made. If available, a U.S. Customs inspector performs such searches. Security police should not conduct a personal search for customs purposes without the advice of a U.S. Customs inspector.

In all cases where property is detained, fill out AF Form 52 (see Search and Seizure). Prepare the form in four copies for use as follows:

- Give original to owner (if known).
- Attach copy to property being detained.
- Attach copy to owner's customs declaration.
- Retain copy for security police records.

TRAINING. The Bureau of Customs conducts periodic classes to train security police as customs inspectors. These classes do not exceed three days and usually are held at a base centrally located within each customs region. Normally, officers, NCOs (E-5 or above), and civilians in grade GS-7 or above, who are assigned security police duties, will be assigned duties as customs inspectors. However, in some cases, such as remote or isolated tours, personnel of lower rank may perform this duty. The installation commander publishes orders designating security policemen who are authorized to perform customs inspections.

Go to your CRITERION Exercise Booklet and complete Criterion Exercise 3.

Responding to Disasters

Disasters and emergencies can occur at any time and are the results of either natural, accidental, or induced causes. Some of the severe natural disasters a security policeman may have to contend with are earthquakes, floods, tornadoes, blizzards, hurricanes, and fires or explosions caused by lightning. Some of the accidental or induced emergencies a security policeman may become involved with are fires, explosions, and aircraft accidents.

Each Air Force base operates a Disaster Preparedness Control Center. This control center provides warnings and directs and controls all base activities whenever the base is involved in a disaster or emergency. It will transmit warnings of impending emergency conditions via a "hot line" phone system to key organizations which would be directly employed in emergency operations, such as:

- Security police.
- Fire department.
- Base hospital or dispensary.
- Base operations/control tower.
- Base communications.
- Civil engineers.
- Base transportation.

In addition to warning these key organizations, all tenant organizations would also be notified through their organization, who, in turn, would notify all their duty sections and dormitories.

NATURAL DISASTERS/SEVERE WEATHER OFF-BASE. Security policemen are seldom called upon for assistance during natural disasters off-base because, within the United States, the Department of the Army has the prime responsibility for rendering assistance to civil authorities. However, the possibility of security policemen being used in such emergencies does exist.

Although the U.S. Army has the prime responsibility for undertaking emergency operations involving natural disasters off-base, the Navy and the Air Force have a collateral responsibility in such operations to provide emergency military support. It should be mentioned that the security police must never undertake such assistance without approval of HQ USAF. Relief measures in desaster areas are primarily a civil responsibility aided by such agencies as the American Red Cross and state National Guard units. However, by the Act of 30 September 1950 (64 Stat. 1109, 42 U.S.C. 1855-1855g), Federal agencies are authorized to provide assistance in all major disasters when directed by the President of the United States.

NATURAL DISASTERS/SEVERE WEATHER ON-BASE. The extent to which security policemen are employed during severe weather conditions on-base will depend upon the severity and extent of damage inflicted by the storm. With today's sophisticated methods of detecting severe weather "in the making" we are usually given sufficient warning of impending severe conditions. The control center notification system previously discussed sufficiently notifies all base personnel who are on duty or residing in the dormitories throughout the base; however, this system leaves the base housing area without an automatic warning system. Therefore, upon notification of an impending hurricane, tornado, flood, or other similar weather conditions, the first responsibility of the security police is to notify personnel living in the housing area of the seriousness of the situation. This notification may be accomplished through a base public address (P.A.) system (if available), police vehicle P.A. system or may even require patrolmen to go from door to door. In warnings pertaining to high wind conditions, residents should be advised to take in or tie down all items that could become flying missiles, such as brooms, mops, trash cans, and childrens' toys. During and after the occurrence of severe weather, security policemen may assist in:

- Caring for the injured.
- Directing traffic.
- Evacuating persons from unsafe quarters to places of safety.
- Removing articles or equipment which may be damaged or destroyed.
- Guarding flooded areas, washed-out bridges, or fallen power lines.

Whenever it becomes necessary for an area to be evacuated, the security police will be responsible for guarding the area to prevent pilferage or looting. Also, if a base experiences an electrical power failure caused by fallen power lines, all alarm systems are automatically activated requiring a response by the security police. The degree of response required by the security police will vary according to the local base antirobbery plan.

DUTIES OF SECURITY POLICE AT THE SCENE OF A FIRE. Most Air Force bases will have a direct phone connection ("hot line") between the fire department dispatcher and the security police desk sergeant. Any time fire apparatus respond to a fire alarm on-base, the fire department dispatcher will notify the desk sergeant as to where and why the fire apparatus are responding. Although the security police have no responsibility for fighting fires, they do have a responsibility to assist the fire department by:

- Controlling spectators by keeping them at a reasonable distance from the fire area, thus insuring their safety and not allowing them to interfere with the firefighters.

- Controlling traffic and keeping emergency lanes open for additional fire apparatus, ambulances, etc.

- Securing the scene after the fire to prevent looting or removal of property until investigating authorities (fire inspectors, OSI, etc.) have completed their investigations.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 13.

AIRCRAFT ACCIDENTS. This section of the text will be concerned with duties and responsibilities of the security police at the scene of an aircraft accident. On most Air Force bases, the primary responsibility for security police functions at an aircraft accident lies with the Security Specialists (811X0). Law Enforcement Specialists (812X0) usually assist security personnel at aircraft accidents by directing traffic, keeping emergency routes open, and assisting the injured. However, on Air Force bases which do not have security specialists, law enforcement specialists assume full responsibility for the police function. The overall responsibility of security police at the scene of any aircraft accident is to PROTECT ALL GOVERNMENT PROPERTY. All essential duties and tasks performed at the scene of an aircraft accident are done with the purpose of accomplishing this overall responsibility. Prior to discussing actual aircraft accidents, a brief description will be given of the operations that occur upon notification of a possible aircraft accident. These operations are commonly called "In-Flight Emergencies." In addition to discussing "In-Flight Emergencies," actual aircraft accidents will be covered in four separate sections as follows:

- Aircraft Accidents (Nonnuclear) On-Base.
- Aircraft Accidents (Nonnuclear) Off-Base.
- Nuclear Aircraft Accidents On-Base (Broken Arrow).
- Broken Arrow Off-Base.

In-Flight Emergencies. Whenever an in-flight aircraft develops some sort of malfunction the pilot will radio ahead to the base control tower and advise the controllers of his problem. This action immediately starts an "In-Flight Emergency" operation. The control tower simultaneously (via "hot line" telephone) informs the following key organizations of the situation:

- Installation commander.
- Disaster Preparedness Control Center.
- Security police.
- Fire department.
- Hospital or dispensary.
- Explosives Ordnance Disposal (EOD).

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- Information officer.
- Flight-line maintenance.
- Chaplain.

These organizations would be given the following information:

- Type and tail number of aircraft.
- Nature of aircraft's problem.
- Estimated time of arrival.
- Runway aircraft will be landing on.
- Wind direction.
- How much fuel left on aircraft.
- How much munitions left on aircraft (if any).
- How many passengers on board.

Upon receiving this information, the security police, hospital, and fire department will send sufficient patrols, ambulances, and firefighting apparatus to the flight line to stand by. The remaining organizations notified will normally stand by at their respective duty sections.

Aircraft Accidents (Nonnuclear) On-Base. Upon arriving at the scene of an aircraft accident, the security police must immediately establish a cordon (secure the area) around the crash scene and evacuate all nonessential personnel. This task can be accomplished by posting guards at intervals around the perimeter of the crash scene or by encircling the entire area with ropes and stanchions. The Disaster Preparedness Control Center will dispatch a predesignated "on-scene commander" to the crash scene. Immediately upon arriving at the scene, the on-scene commander will conduct an inspection of the entire crash area for classified material. If the on-scene commander discovers exposed classified material, he will immediately inform the security police of his findings and request that they secure this material. This task can be accomplished by covering the exposed item(s) with whatever material is available or by erecting a physical barrier. Once the on-scene commander directs you to secure some classified material, it will be your responsibility to insure that all sensitive areas are effectively isolated. The ranking policeman at the scene will be tasked with erecting and manning an entry control point. The purpose of the entry control point is to identify and allow access only to those persons authorized by the on-scene commander to enter the area. Security police will also have additional responsibilities to:

- Keep spectators at a reasonable distance.
- Control photography (which will be covered in greater detail later in this text).
- Prevent unauthorized persons from handling wreckage or interfering with rescue operations.
- Direct traffic so emergency vehicles have priority.
- Prevent persons from smoking if there is danger of an explosion.

- Carry out any additional instructions from security police officers or NCOs.

Aircraft Accidents (Nonnuclear) Off-Base. When a military aircraft crashes off-base, the security police still have the responsibility to protect all Government property. However, due to the fact that security police do not have jurisdiction over civilians outside an Air Force base, all tasks and responsibilities must be accomplished with assistance from civilian police. Therefore, the following actions must be taken by the security police upon notification of an off-base aircraft accident:

- Inform civilian police of the accident.
- Inform civilian police that security police units are being dispatched (Code 3) to the scene.
- Request their assistance.
- Inform civilian police that a convoy of key personnel and equipment, escorted by security police, will be leaving the base en route to the accident scene.
- Upon arrival at the crash scene, advise and assist civilian police in establishing a cordon.
- Advise and assist civilian police in establishing and manning an entry control point.
- Advise civilian police on procedures for releasing information and controlling photography. (Procedures for releasing information and controlling photography will be discussed later in this text.)

Controlling of spectators and traffic must be accomplished by civilian police.

Nuclear Aircraft Accidents On-Base (Broken Arrow). When an aircraft carrying a nuclear weapon or component has an accident it is given the code name "Broken Arrow." Definition of Broken Arrow is: An accident involving nuclear weapons or nuclear components that results in any of the following:

- Nuclear detonation.
- High-explosive detonation.
- Radioactive contamination.
- Loss of, or serious damage to, a nuclear weapon including intentional jettison or inadvertent or unauthorized release.
- Public hazard, actual or implied.

Upon notification of a Broken Arrow, the security police have three tasks to perform:

- Establish a 2,000-foot cordon.
- Establish an entry control point.
- Evacuate all nonessential personnel.

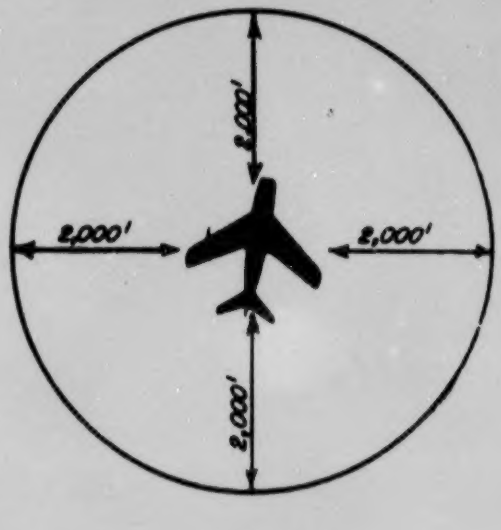

Figure 5.

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Establishing a 2,000-Foot Cordon. Unlike the physical cordon established with ropes and stanchions for a nonnuclear aircraft accident, the cordon for a Broken Arrow must be at least 2,000 feet in radius from the crash scene. See figure 5. This cordon is established by posting guards at all roads or streets giving access to the inside of the 2,000-foot cordon. It is obvious that this cordon could not be constructed with ropes and stanchions due to the fact that it would require more than 2 miles of rope. See figure 6.

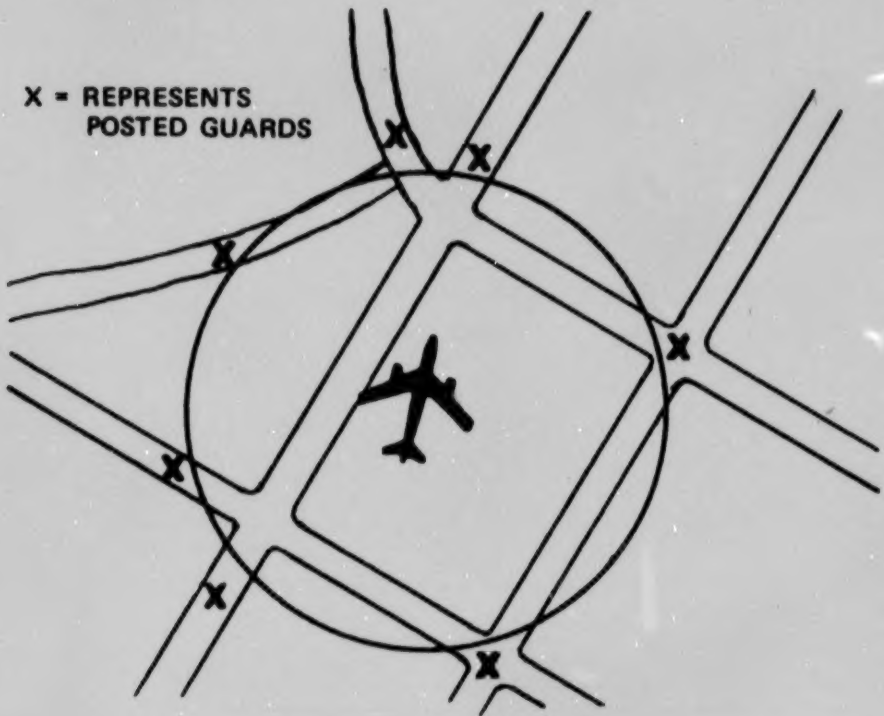

Figure 6.

Each of these posted guards is responsible for:

- Visually securing the areas on both sides of his post between him and the next posted guard.
- Directing *all* persons wishing to enter the area to the entry control point.
- Allowing *no one* to enter the area through his post.

Establishing the Entry Control Point. When establishing an entry control point for a Broken Arrow, it is of primary importance that it be positioned upwind from the crash site and on a road that will give emergency equipment and personnel the most accessible and expedient route to the crash site. See figure 7.

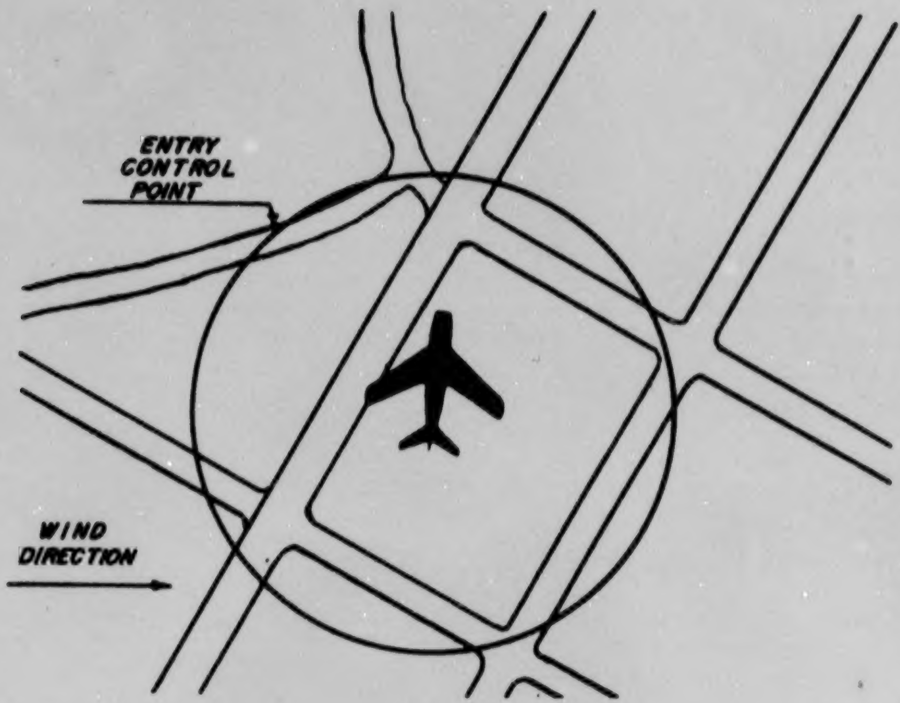

Figure 7

Evacuate Nonessential Personnel. Once the 2,000-foot cordon perimeter has been established, the security police are tasked with the responsibility of evacuating all nonessential personnel to the nearest point outside the perimeter of the cordon. This task becomes increasingly difficult when the area to be evacuated contains office buildings or multiple dwellings. This task may be accomplished by use of P.A. systems or by door-to-door personal contact. In areas containing office buildings with multiple occupancy, it would be impossible for a patrolman to contact every person in each office and personally instruct them on evacuation procedures. The recommended method for the evacuation of an office building is to enter the building and delegate the responsibility to the first NCO or officer he contacts. Whenever delegating an evacuation responsibility, it is advisable that the security policeman make a note of the person's name and rank for possible later verification. It is also important to remember that, when giving instructions to evacuate an area, the personnel must be told to evacuate to a specific location outside the perimeter of the 2,000-foot cordon.

Although it was previously stated that a posted cordon guard cannot allow persons to enter the area through his post, he *will* allow persons to *exit* the area through his post during the evacuation period. Prior to any blast or explosion (detonation), the posted guards will be given a command, either by voice or prearranged signal, to "take cover." Each posted guard will then relay this message to all persons in his immediate area and proceed to take cover, using whatever cover is available to him and remain in this position until given an "all clear" signal. Once a detonation has occurred, all persons must then be evacuated through the entry

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control point where a decontamination station will be set up. Therefore, once a detonation has occurred, all persons wishing to exit the area through his post will be directed to exit through the entry control point, thus allowing them to be checked for radioactive contamination. It should be made clear that, if a nuclear weapon explodes due to fire caused by the aircraft crash, it will not be a nuclear explosion. In other words, there will not be a "big mushroom in the sky." If there is an explosion, it would be caused by the intense heat of a fire igniting the high explosives contained within a weapon. Upon detonation of these high explosives, there would invariably be some radioactive fallout dispersed throughout the area. Under normal conditions this fallout would not extend past the 2,000-foot perimeter of the cordon unless carried by high winds. Therefore, police should wear their helmets, gas masks, raincoats, and gloves when responding to a Broken Arrow.

At this point in the lesson, the logical questions you should be asking are:

"How do I measure a 2,000-foot cordon?"

"How do I know where to establish an entry control point?"

"How do I know where to tell people to what specific point they should evacuate to insure they are outside the 2,000-foot cordon?"

The answers to these questions are the same. Through the use of a grid map.

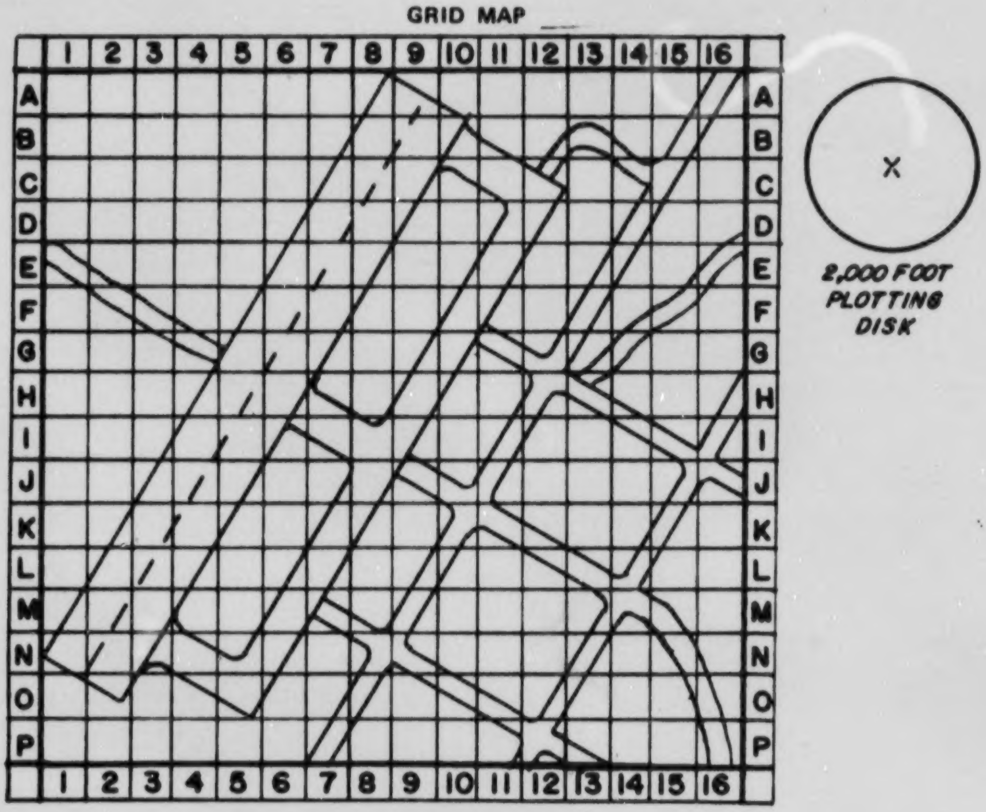

Figure 8.

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Grid Mapping. The desk sergeant and each patrol vehicle usually is equipped with a grid map, plastic disc, and a grease pencil. A grid map illustrates an aerial view of the base and/or surrounding areas, with overlaying lines drawn on it. The entire area is partitioned into small squares. Each square is designated by a letter and a number and the entire map is covered with clear plastic. The disc is also made of clear plastic with the exact center designated by either a mark or a hole. The disc is designed to represent 2,000-foot radius to scale with the grid map. See figure 8.

When an aircraft crashes on-base, the desk sergeant will receive the exact location of the crash in the form of grid coordinates. For example, if an aircraft crashes at grid coordinates GOLF FIVE (G-5), the desk sergeant would relay this information to all patrols. The desk sergeant and patrols would then place a mark in the appropriate square on their grid maps. Next they would place the center of the plastic disc over the mark they made and, using their grease pencil, trace the outer edge of the disc onto the grid map thereby identifying the perimeter of the 2,000-foot cordon. See figure 9.

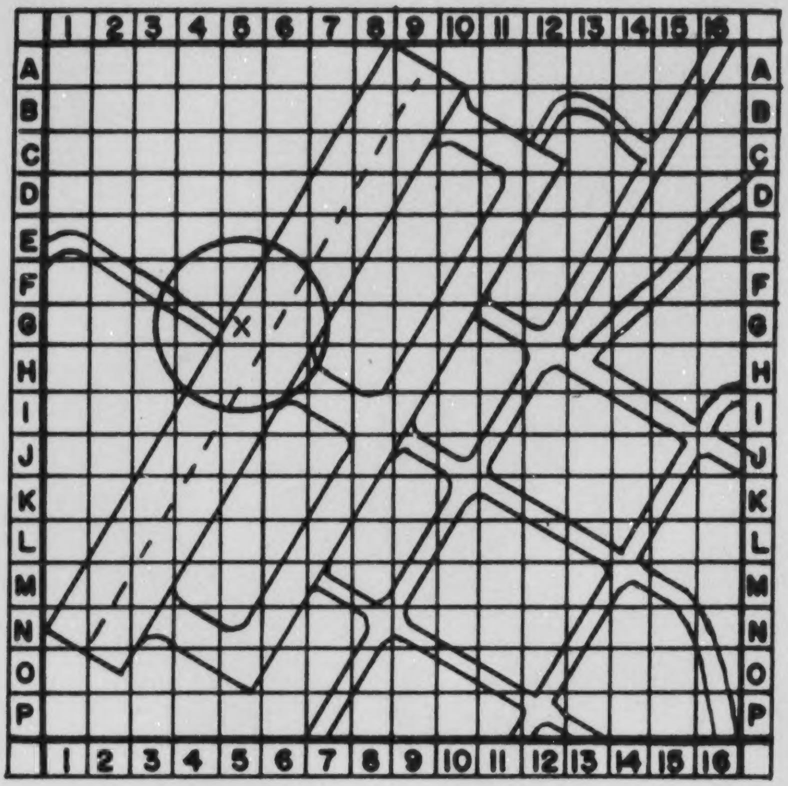

Figure 9.

Go to your LEARNING Exercise Booklet and complete Learning Exercise 14.

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Broken Arrow Off-Base. If a military aircraft carrying a nuclear weapon crashes off-base, U.S. laws provide for the establishment of what is termed a "National Defense Area." The establishment of a National Defense Area provides the security police with the authority to control civilians within the boundaries of the 2,000-foot cordon in the interest of national defense. Therefore, whenever a military aircraft containing nuclear weapons makes an emergency landing or crashes off-base on land not under the jurisdiction of the Department of Defense (DOD), the Air Force has the authority to establish a National Defense Area to protect the aircraft and its cargo.

Once the National Defense Area has been established, it comes under the jurisdiction and authority of the DOD for the duration of the emergency. By having the property under the jurisdiction of the DOD, it gives you enforcement authority inside the area (the same as on-base). However, outside the area security police have no jurisdiction or authority. Whenever a military aircraft crashes off-base, people will want to see what is going on and some may even try to collect souvenirs (wreckage from the aircraft). In addition, the news media will try to obtain information for a story and try to take pictures (control of the news media will be covered later). These people can seriously aggravate the situation unless immediate and proper response is taken. When a National Defense Area is established, local civil authorities are requested to assist in:

- Enforcing the boundaries of the area.
- Enforcing entry control procedures.
- Removing unauthorized personnel from within the area.

In maintaining the security of a National Defense Area, security police may use the minimum degree of force that is reasonable and necessary under all of the circumstances. In appropriate cases, apprehension or arrest of persons by civil authorities may be requested.

RELEASING INFORMATION AND CONTROLLING PHOTOGRAPHY. The installation commander of the base nearest the downed military aircraft (or his information officer) is responsible for releasing information to the news media in accordance with AFR 190-10, *Release of Information on Accidents.* This regulation gives complete details on Air Force policy and specific guidance for the proper handling of newsmen and photographers.

If a security policeman at the scene of an accident is asked any questions concerning the accident by newsmen or spectators, he must refer all questioners to the installation commander, his information officer, or whoever is authorized to answer questions at the scene of the accident.

The following information summarizes how photography is controlled at the scene of aircraft accidents on- or off-base within the United States and its territories and off-base in a foreign country.

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Controlling Photography On-Base. If it has been decided that *no* classified defense information is exposed, photography will be permitted if approved by authorized Air Force representatives. If it has been decided that classified defense material *is* exposed and cannot be removed or covered, the security police will permit *no* photography except by authorized Air Force representatives. If unauthorized photographs are taken, the security police will take them into custody for prompt development and examination. Whenever a security policeman confiscates an individual's camera and film, he must always give that person a receipt (AF Form 52, Evidential or Acquired Property Record) for his property. If, upon development, the photographs show *no* classified defense information, all photographs will be returned to the individual from whom they were confiscated. In cases where it has been determined that certain photographs *do* reveal classified defense information, these photographs will be turned over to OSI and the remaining photographs will be returned to the individual from which they were confiscated.

Controlling Photography Off-Base Within the United States and Its Territories. If it has been decided that *no* classified defense material is exposed, photographs will be permitted. In cases where it has been determined that classified defense material *is* exposed and cannot be removed or covered immediately, the senior Air Force representative advises news photographers that he cannot give permission to take photographs and asks them to cooperate. He must inform them that taking photographs of classified defense material without permission is a violation of Federal Criminal Statutes (18 U.S.C. 792(e), 795, and 797). The security police *will not* use force if news photographers refuse to cooperate, but civilian police will be asked to help recover all photographs, negatives, and sketches presumed to contain classified defense information. Security policemen will report any infractions or refusals by representatives of the news media to cooperate to their supervisors immediately.

Controlling Photography Off-Base In a Foreign Country. All actions taken by security police in regard to restricting photographs of accidents off-base in a foreign country will be in accordance with treaties, agreements, and local law. All installation commanders of bases located in foreign countries will publish regulations covering the local situations based on treaties, local agreements, understandings and laws.

Go to your CRITERION Exercise Booklet and complete Criterion Exercise 4.

#1 Sl wk

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HANDOUT
L3ABR81130-001

Technical Training

Security Specialist

SECURING DISASTER AND ACCIDENT SCENES

1 November 1977

HEADQUARTERS 3250 TECHNICAL TRAINING WING (ATC)
USAF Technical Training School
Lackland Air Force Base, Texas

USAF Security Police Academy
Lackland AFB, Texas

HO L3ABR81130-001
1 November 1977

SECURING DISASTER AND ACCIDENT SCENES

OBJECTIVE

Given situations pertaining to disasters and accident scenes, identify security specialist responsibilities in accordance with AFR 190-10 and AFR 355-11, with no more than two errors.

INFORMATION

Types

Disasters are civil emergencies, either natural or induced, that result from fires, floods, tornadoes, earthquakes, or explosions, and which may disrupt normal processes of government or endanger life or property. Security policemen are seldom called upon for assistance during civil disasters because, within CONUS, the Department of the Army has the prime responsibility for rendering assistance to civil authorities. However, the possibility of security policemen being used in such emergencies does exist. One infrequent type of disaster might result from an aircraft or missile accident.

AIRCRAFT AND MISSILE ACCIDENTS. The installation commander of the Air Force base nearest the scene of an aircraft or missile accident is responsible for dispatch of emergency personnel to the scene. Use security police to secure the area around the crash. The procedures for on-base and off-base aircraft or missile accidents are explained below.

On Base. To secure the scene at an on-base aircraft or missile accident, security police must protect all government property. Probably the most important aspect of this protection is to insure that all classified material is properly secured. This would include covering any exposed material ~~by~~ or erecting physical barriers, if possible, to insure that sensitive areas are effectively isolated. This procedure would also apply off base, with details to be worked out with local civil authorities. Security police also have the responsibility to keep spectators at a reasonable distance, allowing only authorized persons in the accident area; to prevent unauthorized persons from handling wreckage or interfering with rescue operations; to direct traffic so emergency vehicles have priority; to prevent persons from smoking if there is danger of an explosion; and to carry out any additional instructions from security police officers or NCOs.

Off Base. Installation commanders have emergency procedure plans for off-base aircraft and missile accidents. However, security police do not have jurisdiction over civilians outside an Air Force base, so civilian police normally control spectators and direct civilian traffic in the United States, its territories, or its possessions. In foreign countries, applicable treaties and intergovernmental agreements apply. Local base policy determines the specific actions taken by security police. No single policy can cover all situations.

CONTROL OF PHOTOGRAPHY. The following information summarizes how photography is controlled at the scene of accidents outside an Air Force installation within the United States and its territories, outside an Air Force installation in a foreign country, and within an Air Force installation. AFR 190-10, *Release of Information on Accidents*, gives complete details on Air Force policy; but it is of interest primarily to information officers. The security police function is to carry out the orders of competent authority.

Outside Air Force Installations Within the United States and Its Territories. If no classified defense material is exposed, permit photographs. If exposed classified defense information cannot be removed or covered immediately, the senior Air Force representative advises news photographers he cannot give permission to take photographs and asks them to cooperate. He informs them that taking photographs of classified defense information without permission is a violation of Federal criminal statutes (18 USC 793 (e), 795, 797). No force is used if news photographers refuse to cooperate, but civilian police are asked to help prevent photograph-taking, and to help recover all photographs, negatives, and sketches presumed to contain classified defense information. Report infractions or refusals by representatives of news media to cooperate to the Secretary of the Air Force through the Chief of Staff, Air Force.

Outside an Air Force Installation in a Foreign Country. Actions restricting photographs of accidents are in accordance with treaties, agreements, and local law. Oversea commanders publish regulations covering local situations, based on treaties, agreements, understandings, and laws.

Within an Air Force Installation. If no classified defense information is exposed, photographs are permitted if approved by authorized Air Force representatives. If classified defense material is exposed and cannot be removed or covered, permit no photography except by authorized Air Force representatives. If photographs are made, take them into military custody for prompt development and examination. Give receipts for photographs. Upon development, return photographs, which show no classified defense information, to the individuals who made them. Turn over to OSI any which show classified defense information.

Releasing Information. The installation commander of the base nearest an accident (or his information officer) provides all releasable information to newsmen as quickly as possible. If questioned about the accident, military personnel or DAF civilians refer the questioners to the installation commander concerned, his information officer, or whoever is authorized to answer questions at the scene of the accident.

NUCLEAR ACCIDENT/INCIDENTS. Each installation must develop a plan to insure security of nuclear weapons in the event of a nuclear accident (Broken Arrow) or nuclear incident (Bent Spear). This plan is placed in operation during any disaster such as any unplanned incident or accident involving loss or destruction of, or serious damage to, nuclear weapons or their components which might result in an actual or potential hazard to life or property. The plan includes specific duties and responsibilities of the security police squadron. These duties and responsibilities vary depending upon the mission of the installation.

The security police are responsible for coordinating with civil police agencies for such functions as clearing accident/incident locations and the control of personnel to include isolating or roping off the scene, guarding the wreckage, protecting classified material, and providing assistance in the evacuation of personnel.

FIRES. In disaster areas ravaged by fires, security policemen may be used to control the flow of traffic in the disaster area, keep spectators a reasonable distance from the area, keep fire lanes open to avoid hindering the fire department, and secure the scene after the fire to prevent looting or removal of property until investigating authorities have completed their investigation.

SEVERE WEATHER. The extent to which security policemen are employed during disasters resulting from severe weather conditions depends uppn the geographical location and climatic conditions. Before the occurrence of a hurricane, tornado, flood, or other similar weather condition, security policemen may notify personnel living in on-base housing areas of the seriousness of the situation. They may assist in the removal of persons from unsafe quarters to places of safety, and removal of articles or equipment which may be destroyed or damaged. During or after the occurrence of severe weather, security policemen may assist, as directed by superior authorities, in caring for the injured, directing traffic, guarding washed-out bridges until barricades can be erected, and guarding the scene to prevent pilferage or looting.

Assistance to Civil Agencies

Disaster or civil disturbance emergency operations are primary responsibilities of the Army and collateral responsibilities of the Navy and Air Force. If emergency operations are undertaken, commanders of the appropriate military services may be authorized to provide emergency military support. Security police are not to undertake such assistance without approval of Hq USAF. Relief measures in disaster areas are primarily a civil responsibility aided by such agencies as the American Red Cross and State National Guard units. However, by the Act of 30 September 1950 (64 Stat. 1109, 42 USC 1855-1855g), Federal agencies are authorized to provide assistance in all major disasters when directed by the President of the United States.

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____
(STUDENT'S NAME)

SECURING DISASTER AND ACCIDENT SCENES

QUESTIONS

1. What is the most important job of security policemen at the scene of an on-base aircraft crash?

2. Who has the authority to release information to the public concerning accidents on base?

3. What does the term "Broken Arrow" refer to?

4. What are the duties of the security police at the scene of a fire?
   a.
   b.
   c.
   d.

5. What are the duties of security policemen after a tornado has hit a base?

804 **STUDY GUIDE**

3ABR81132-IV-5

Technical Training

Law Enforcement Specialist

TRAFFIC MANAGEMENT AND ACCIDENT INVESTIGATION

28 July 1977

HEADQUARTERS 3250TH TECHNICAL TRAINING WING (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

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INSTRUCTIONS

Each segment of the Study Guide includes information which you must read and then answer the summary questions. These steps must be performed in a given order, one at a time. A set of segments along with the summary questions are designed to help you accomplish the Workbook at the end of each major portion of instruction.

This Study Guide is distributed on the basis of one for each instructor and student. This Study Guide may be retained by the student for future use. Copies of the Study Guide are issued by the Curricula Unit by request.

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Supersedes SG 3ABR81132-IV-5, *Traffic Management and Accident Investigation, November, 1976*.

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USAF Security Police Academy
Lackland Air Force Base, Texas

SG 3ABR81132—IV-5
28 July 1977

TRAFFIC PATROL PROCEDURES

OBJECTIVES

Provided with a simulated traffic violation, issue a violator (instructor) a DD Form 1408, Armed Forces Traffic Ticket, with no more than four errors.

INTRODUCTION

Traffic management and accident investigation represents a major portion of our everyday duties as security police men and women. Protection of life and property is the basis of our security police mission. Traffic management and accident investigation are prominent activities within that mission.

This portion of the study guide is designed to provide you with a fundamental understanding of the purpose and procedures of traffic patrols. Your instructor will explain all matters not covered by the text and answer all related questions you may have. Read this material carefully and complete any additional assignment given by your instructor.

INFORMATION

Patrol Purpose

There are four basic purposes for traffic patrols. These are to supply assistance, enforce traffic regulations, encourage voluntary compliance of regulations and investigate accidents.

SUPPLY ASSISTANCE. By supplying assistance the security police should be able to direct traffic, help lost visitors, administer first aid, supply roadblocks for emergencies or special events (parades, demonstrations) etc. The list can be endless depending upon the mission of your base. However, the most dramatic scene could be when you are called upon to administer first aid.

Immediate first aid must always be given to victims in cases where nonbreathing or excessive bleeding is present. Your first aid action is limited to the four life saving steps. See Figure 1.

Properly performed, these steps will usually suffice until the victim can be treated by competent medical personnel. Normally, an injured victim is not moved unless it is absolutely necessary to prevent further injury or death. Despite the injury or sudden illness, the most important thing for the patrolman to remember is to remain calm and assure the victim.

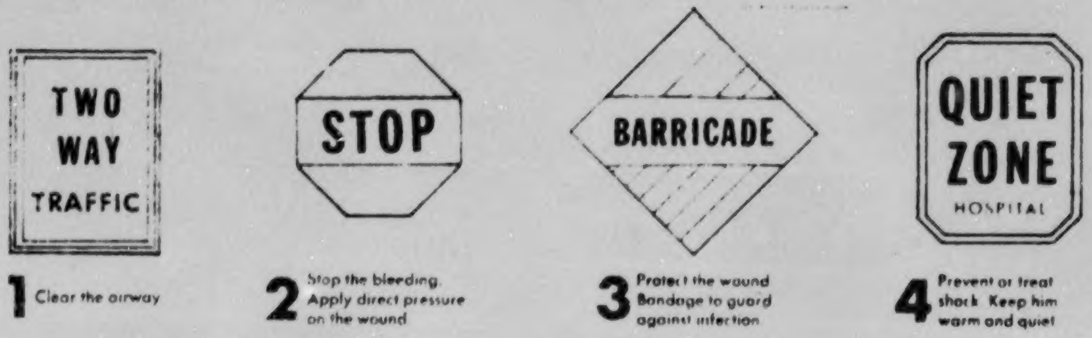

TWO
WAY
TRAFFIC
STOP
BARRICADE
QUIET
ZONE
HOSPITAL
1 Clear the airway
2 Stop the bleeding. Apply direct pressure on the wound
3 Protect the wound Bandage to guard against infection
4 Prevent or treat shock Keep him warm and quiet

Figure 1

REGULATION ENFORCEMENT. Each violation witnessed by a patrolman will have its own unique conditions and circumstances. Therefore, the appropriate enforcement action taken will depend on the situation at hand. The patrolman will use individual discretion based upon professional judgment and local policy. The action will be accomplished in a professional, firm, fair, and impartial manner. Action should be taken immediately upon observation and, under like conditions, uniform action should be taken. The Air Force policy on selective and preventive enforcement will be enforced when practical.

Selective enforcement is NOT personal vengence against an individual or group by Security Police personnel. It is NOT placing a radar unit on a scarcely used road. Selective enforcement IS using the patrolman where he is most needed. It is posting patrolmen at the dangerous intersections or on the heavily used roads of the base.

Preventive enforcement is the presence or suggested presence of police units at key trouble spots on the base. It can be an empty police vehicle easily seen by traffic on busy roads. Preventive enforcement is to deter violations and prevent accidents.

ENCOURAGE VOLUNTARY COMPLIANCE OF REGULATIONS. If everyone obeyed the rules and practiced defensive driving methods there would be very little need for police. Voluntary compliance and preventive enforcement are working toward that goal. They do not free police of traffic duties but they do reduce the police workload. Community awareness is a key factor in encouraging compliance of rules by drivers. Safety billboards, Security Police volunteer talks at schools and base newspaper articles are all examples of community awareness.

INVESTIGATE ACCIDENTS. It takes special training to become a qualified accident investigator. Scaled diagrams, different road surfaces, triangulation, photographs and the legal aspects of accident investigation are lengthy subjects. The accident investigation techniques you will be taught are designed to give you an awareness of this complicated subject. There is an Air Force requirement that certain types of accidents be investigated by Security Police. Future chapters will examine accident investigation.

Patrol Methods

There are two guidelines to follow when on traffic patrol. These are the observation of your assigned area and deterring violation through your own action.

OBSERVATION. The patrolman is responsible for observing and reacting to any changes in traffic flow, road conditions, weather conditions or malfunctions of traffic devices. Malfunction can be defined as a broken traffic light or street lamp, a stolen stop sign or a bush that has grown over a speed limit sign.

DETERRENCE. Anything the patrolman can do to eliminate a possible dangerous situation is a deterrence. Leading by example is deterrence. Responding quickly but safely to an emergency situation is deterrence. Obey the regulations that you enforce. When pursuing violators, caution and courtesy are thoughts to follow.

Citing Traffic Offenders

A law enforcement specialist must be able to correctly handle any violation. Air Force Regulation 125-14 defines specific violations and the Command and base will supplement AFR 125-14 when necessary. In addition to knowing violations, you must be able to pursue, stop and approach violators safely and issue a DD Form 1408, Armed Forces Traffic Ticket, or a DD Form 1805, United States District Court Violation Notice.

PURSUIT AND STOPPING. When pursuing a violator, attempt to overtake the vehicle as quickly as possible allowing for existing traffic conditions and your safety. The patrol should notify the desk sergeant when pursuit begins and will notify the desk sergeant upon stopping the violator BEFORE approaching the violator's vehicle. A 10-32 (traffic stop) includes giving your location, a description of the vehicle, the state and number of the license plate, number of occupants and if you require a back up patrol. The desired location to stop is based on traffic conditions. Allow the patrol vehicle room to park a safe distance from the violator's vehicle (approximately 10- to 12 feet to the rear and 3 feet off-set of the violator). It should allow the patrolman to approach the driver's side without being endangered by traffic in the roadway. A violator should be signalled to stop with minimum use of emergency lights, red lights and, if necessary, siren. Remember that other drivers may act erratically upon hearing the siren.

Approaching The Violator. The following is a suggested method and allows for modification depending upon the existing situation.

When possible, make the approach from the rear to the front checking the:

number of people in the vehicle.

trunk to insure that no one is hiding.

rear deck and rear seat for occupants, weapons or open alcohol containers.

front seat, dashboard and floorboard.

Do Not go past the trailing edge of the driver's door until you are reasonably sure that you will be safe.

If you are on patrol with another security police member, the additional patrolman will dismount the vehicle and remain behind the passenger door or proceed to the right tail light of the violator's vehicle. The additional patrolman watches the passengers of the violator's vehicle.

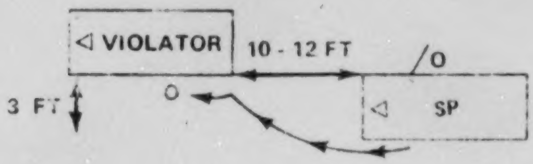


Figure 2

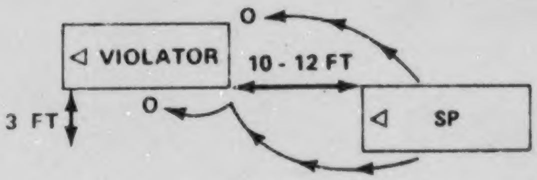


Figure 3

Your position should be one of alertness, and safety; keeping the violator at a disadvantage. During the approach, carry nothing in your gun hand until you are sure that there is no danger from anyone in the vehicle. Stand so that the driver must turn to see you and far enough away to discourage him from trying to grab you.

Always approach the driver maintaining the highest degree of military courtesy and bearing. If the violator is an officer, a salute is rendered after proper identification has been established.

In all cases, identify yourself and request the violator to turn off the engine and stay in his vehicle. Advise the violator of the offense and of what action you are going to take. Ask for the violator's identification, driver's license and registration papers (if required). If the driver is military, ask what organization he is assigned to and what base.

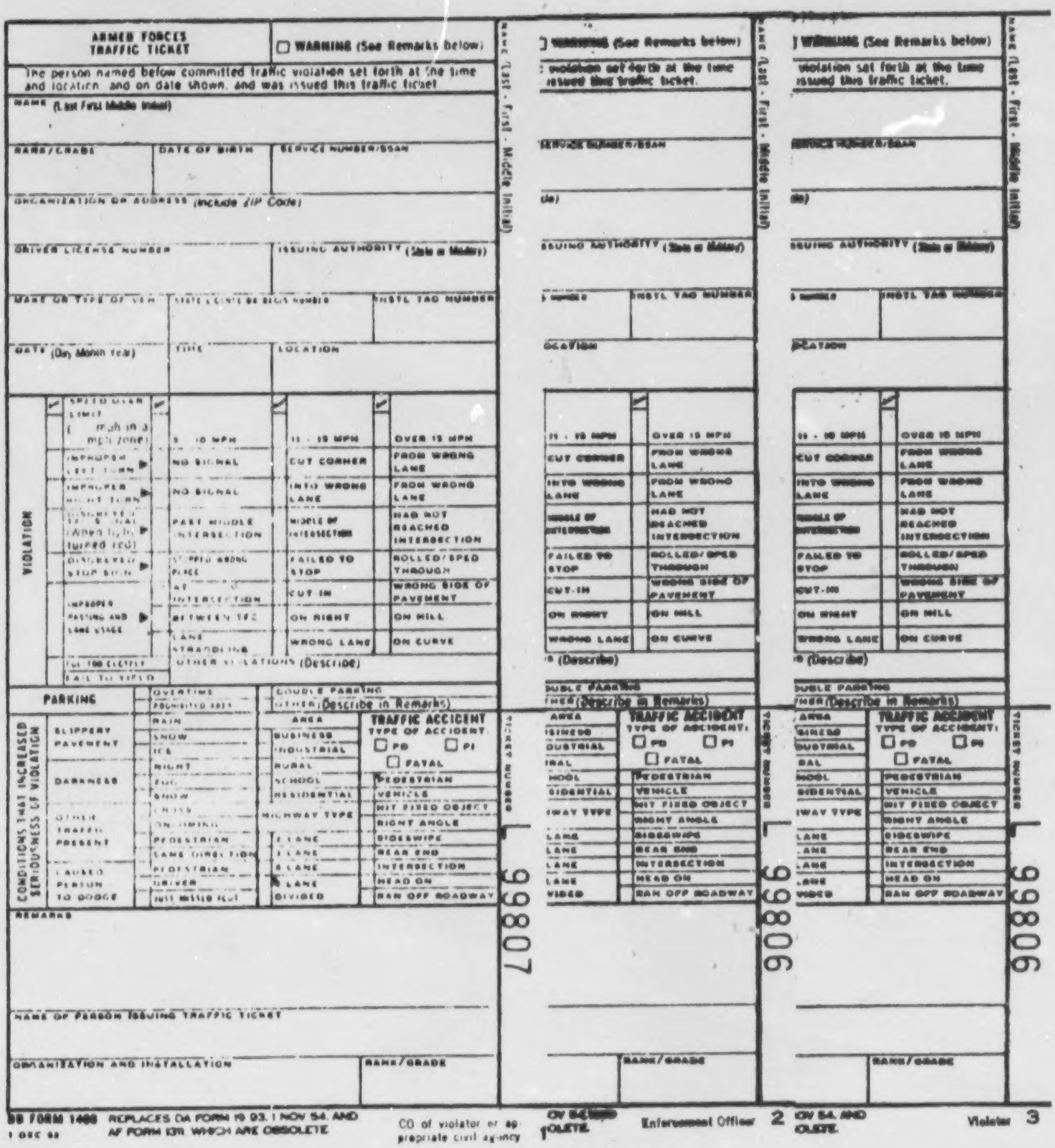
IDENTIFICATION. Examples of types of identification will be shown to you by your instructor. These are DD Form 2AF (Air Force ID card; 2A—Army, 2N—Navy, 2MC—Marines, 2CG—Coast Guard), DD Form 1173 (Dependent ID card), AF Form 355 (Civilian ID card) and SF 46 (Government Vehicle Driver ID card). Upon receipt of the violator's identification, check to see if the forms are expired or have been tampered with.

Upon receipt of all requested identification, go to the rear of the violator's vehicle (or to the patrol vehicle) and complete the white and pink copy of DD Form 1408.

When you have completed the ticket, give the violator the pink copy of DD Form 1408 and explain what he is to do (special instructions written on the citation). Then, return the identification and drivers license. Remember, you stopped the violator, so aid the driver in getting back into the flow of traffic if necessary.

If you suspect that any of the occupants or driver of the vehicle are armed or pose a threat to yourself, request immediate assistance and DO NOT approach the violator's vehicle. Talk to the violator using your public address (PA) system if need arises.

NOTE: Pages 1-6 through 1-16 have been standardized for training purposes. Local policy may vary preparation slightly.



ARMED FORCES TRAFFIC TICKET

☐ WARNING (See Remarks below)

The person named below committed traffic violation set forth at the time and location and on date shown, and was issued this traffic ticket

NAME (Last First Middle Initial)

RANK/GRADE | DATE OF BIRTH | SERVICE NUMBER/SSAN

ORGANIZATION OR ADDRESS (include ZIP Code)

DRIVER LICENSE NUMBER | ISSUING AUTHORITY (State or Military)

MAKE OR TYPE OF VEH | STATE LICENSE OR REGIS NUMBER | INSTL TAG NUMBER

DATE (Day Month Year) | TIME | LOCATION

VIOLATION	✓	SPEED OVER LIMIT (mph in a mph zone)	✓ 5 - 10 MPH	✓	11 - 15 MPH	✓	OVER 15 MPH
		IMPROPER LEFT TURN ▶	NO SIGNAL		CUT CORNER		FROM WRONG LANE
		IMPROPER RIGHT TURN ▶	NO SIGNAL		INTO WRONG LANE		FROM WRONG LANE
		DISREGARD SIGNAL (When light turned red) ▶	PAST MIDDLE INTERSECTION		MIDDLE OF INTERSECTION		HAD NOT REACHED INTERSECTION
		DISREGARD STOP SIGN ▶	STOPPED WRONG PLACE		FAILED TO STOP		ROLLED/SPED THROUGH
		IMPROPER PASSING AND LANE USAGE ▶	AT INTERSECTION		CUT IN		WRONG SIDE OF PAVEMENT
			BETWEEN TFC		ON RIGHT		ON HILL
			LANE STRADDLING		WRONG LANE		ON CURVE
		FOLLOW TOO CLOSELY	OTHER VIOLATIONS (Describe)				
		FAIL TO YIELD					

PARKING	☐ OVERTIME	☐ DOUBLE PARKING	
	☐ PROHIBITED AREA	☐ OTHER (Describe in Remarks)	

CONDITIONS THAT INCREASED SERIOUSNESS OF VIOLATION	SLIPPERY PAVEMENT	☐ RAIN	AREA		TRAFFIC ACCIDENT TYPE OF ACCIDENT: ☐ PD ☐ PI ☐ FATAL
		☐ SNOW	☐ BUSINESS		
		☐ ICE	☐ INDUSTRIAL		
	DARKNESS	☐ NIGHT	☐ RURAL		
		☐ FOG	☐ SCHOOL	☐	PEDESTRIAN
		☐ SNOW	☐ RESIDENTIAL	☐	VEHICLE
	OTHER TRAFFIC PRESENT	☐ CROSS	HIGHWAY TYPE	☐	HIT FIXED OBJECT
		☐ ONCOMING		☐	RIGHT ANGLE
		☐ PEDESTRIAN	☐ 2 LANE	☐	SIDESWIPE
		☐ SAME DIRECTION	☐ 3 LANE	☐	REAR END
	CAUSED PERSON TO DODGE	☐ PEDESTRIAN	☐ 4 LANE	☐	INTERSECTION
		☐ DRIVER	☐ 6 LANE	☐	HEAD ON
		☐ JUST MISSED FCUT	☐ DIVIDED	☐	RAN OFF ROADWAY

REMARKS

NAME OF PERSON ISSUING TRAFFIC TICKET

ORGANIZATION AND INSTALLATION | RANK/GRADE

NAME (Last - First - Middle Initial)

TICKET NUMBER

99807

DD FORM 1408 1 DEC 68 REPLACES DA FORM 19 93, 1 NOV 54, AND AF FORM 1311 WHICH ARE OBSOLETE

CO of violator or appropriate civil agency 1

Enforcement Officer 2

99806

Violator 3

99806

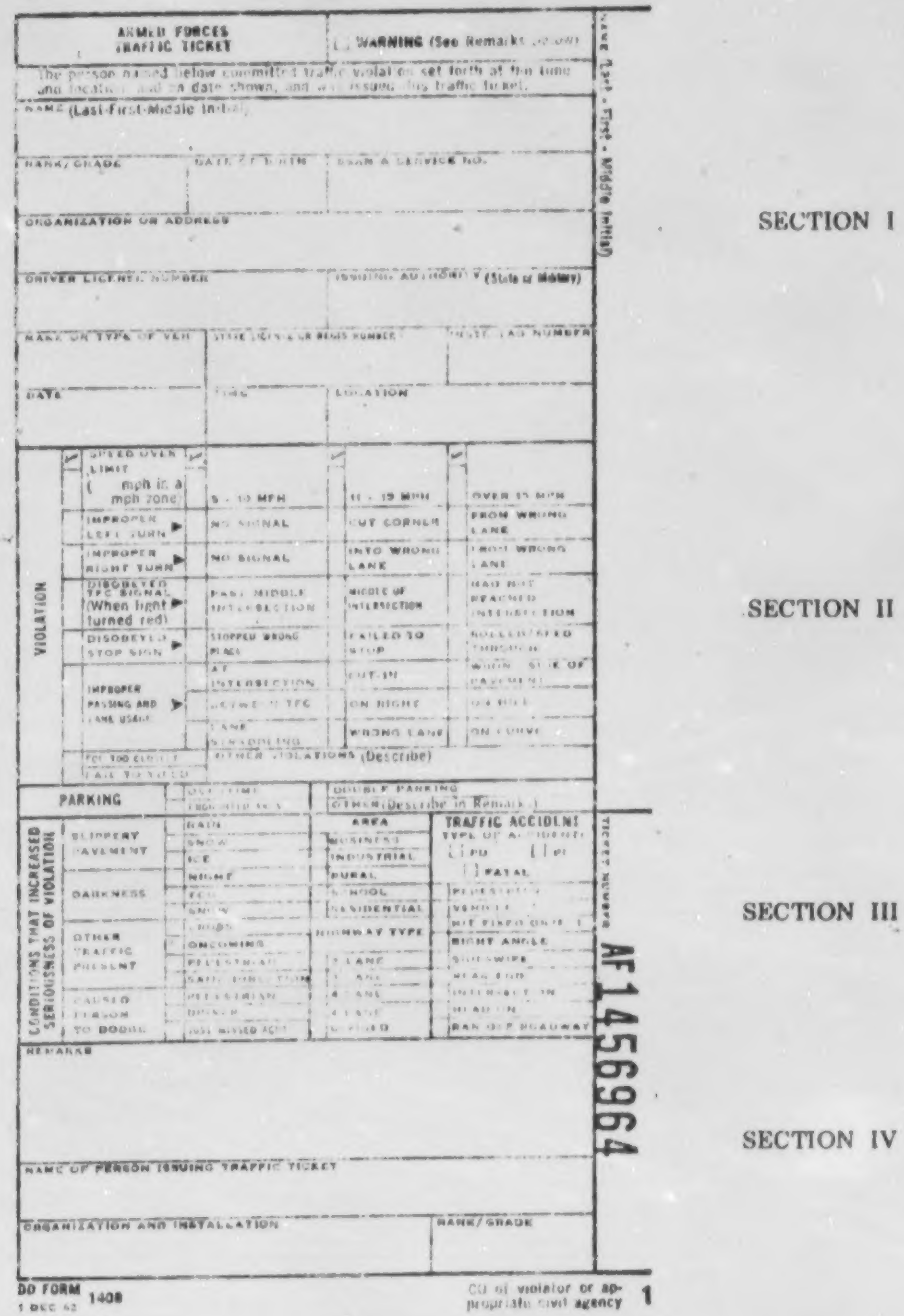
White

Yellow

Pink

Figure 4. DD Form 1408 with copies.

Figure 5 illustrates the original (white) copy of the ticket in four sections. As we discuss the ticket, we will explain how to fill in each section.


SECTION I
SECTION II
SECTION III
SECTION IV

ARMED FORCES TRAFFIC TICKET

☐ WARNING (See Remarks below)

The person named below committed traffic violation set forth at the time and location and on date shown, and was issued this traffic ticket.

NAME (Last-First-Middle Initial)

RANK/GRADE | DATE OF BIRTH | SSAN & SERVICE NO.

ORGANIZATION OR ADDRESS

DRIVER LICENSE NUMBER | ISSUING AUTHORITY (State or Military)

MAKE OR TYPE OF VEH | STATE LICENSE OR REGIS NUMBER | INST. TAG NUMBER

DATE | TIME | LOCATION

VIOLATION	SPEED OVER LIMIT (mph in a mph zone)	5 - 10 MPH	11 - 15 MPH	OVER 15 MPH
	IMPROPER LEFT TURN ▶	NO SIGNAL	CUT CORNER	FROM WRONG LANE
	IMPROPER RIGHT TURN ▶	NO SIGNAL	INTO WRONG LANE	FROM WRONG LANE
	DISOBEYED TFC SIGNAL (When light turned red) ▶	PAST MIDDLE INTERSECTION	MIDDLE OF INTERSECTION	HAD NOT REACHED INTERSECTION
	DISOBEYED STOP SIGN ▶	STOPPED WRONG PLACE	FAILED TO STOP	ROLLED/SPED THROUGH
	IMPROPER PASSING AND LANE USAGE ▶	AT INTERSECTION	CUT-IN	WRONG SIDE OF PAVEMENT
		BETWEEN TFC	ON RIGHT	ON HILL
		LANE STRADDLING	WRONG LANE	ON CURVE
	FOL TOO CLOSELY	OTHER VIOLATIONS (Describe)		
	FAIL TO YIELD			
PARKING	OVERTIME	DOUBLE PARKING		
	PROHIBITED AREA	OTHER (Describe in Remarks)		

CONDITIONS THAT INCREASED SERIOUSNESS OF VIOLATION	SLIPPERY PAVEMENT	RAIN	AREA	TRAFFIC ACCIDENT TYPE OF ACCIDENT: ☐ PD ☐ PI ☐ FATAL	TICKET NUMBER
		SNOW	BUSINESS		
		ICE	INDUSTRIAL		
	DARKNESS	NIGHT	RURAL		
		FOG	SCHOOL	PEDESTRIAN	
		SNOW	RESIDENTIAL	VEHICLE	
	OTHER TRAFFIC PRESENT	CROSS	HIGHWAY TYPE	HIT FIXED OBJECT	AF 1456964
		ONCOMING		RIGHT ANGLE	
		PEDESTRIAN	2 LANE	SIDESWIPE	
		SAME DIRECTION	3 LANE	REAR END	
	CAUSED PERSON TO DODGE	PEDESTRIAN	4 LANE	INTERSECT IN	
		DRIVER	6 LANE	HEAD ON	
		JUST MISSED ACDT	DIVIDED	RAN OFF ROADWAY	

REMARKS

NAME OF PERSON ISSUING TRAFFIC TICKET

ORGANIZATION AND INSTALLATION | RANK/GRADE

DD FORM 1408
1 DEC 62

CO of violator or appropriate civil agency 1

Figure 5 823

Although apprehensions are normally not required for minor traffic violations, there are some situations when an apprehension would be necessary based on your initial observations. For example:

1. Reason to believe that a crime has been committed.
2. Pickup order out on the violator.
3. DUI.
4. License or registration papers are not proper or in possession as required.
5. No drivers license.
6. No base pass, vehicle registration (AF Form 66) or temporary pass.

Once an individual has been apprehended, he will not be allowed to operate his vehicle. Have the violator secure the vehicle. Insure that the vehicle is positioned in such a manner that it will not obstruct traffic or cause any other related problems.

Don'ts on Issuing Traffic Tickets

1. DON'T lean on the violator's vehicle while issuing the ticket.
2. DON'T lay your citation book on the violator's vehicle while writing the ticket.
3. DON'T get into the violator's vehicle to write the ticket.
4. DON'T reprimand the violator.
5. DON'T accept a violator's wallet. Make the violator give you only the items that you request, nothing else.
6. DON'T walk in front of the vehicle with the motor running.
7. DON'T walk directly behind the violator's vehicle while the motor is running.

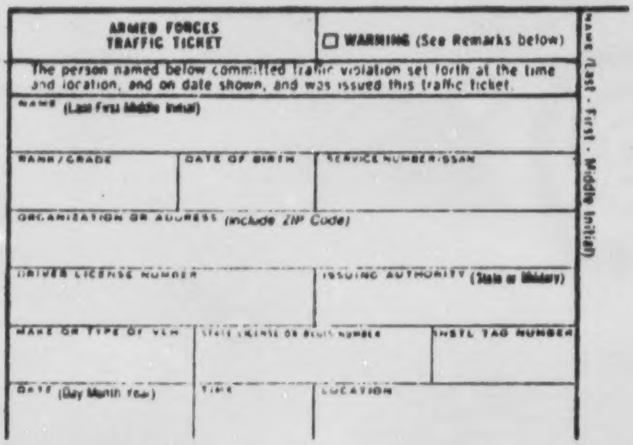
Section I, DD Form 1408. This section contains general information about the operator, the vehicle, the date, time, and location of the violation.

For Active Duty Military Personnel

NAME. Last, First, MI

RANK/GRADE. Obtain from the individual's DD Form 2A, 2AF, 2N or 2MC (identification card).

DATE OF BIRTH. Obtain from identification card.



ARMED FORCES
TRAFFIC TICKET

☐ WARNING (See Remarks below)

The person named below committed traffic violation set forth at the time and location, and on date shown, and was issued this traffic ticket.

NAME (Last First Middle Initial)

RANK/GRADE

DATE OF BIRTH

SERVICE NUMBER/SSAN

ORGANIZATION OR ADDRESS (Include ZIP Code)

DRIVER LICENSE NUMBER

ISSUING AUTHORITY (State or Military)

MAKE OR TYPE OF VEH

STATE LICENSE OR REGIST NUMBER

INSTL TAG NUMBER

DATE (Day Month Year)

TIME

LOCATION

NAME (Last - First - Middle Initial)

SSAN/SERVICE NUMBER. Obtain from identification card.

ORGANIZATION OR ADDRESS. Obtain from the individual the complete address of the military unit to which the individual is assigned. Be sure to include the location of his military unit (e.g., 1840 Civil Engineer Squadron, Richards-Gebaur AFB, Mo).

For Civilian Personnel Including Retired Military and Dependent Personnel

NAME. Last, First. MI

RANK/GRADE. Enter CIV

DATE OF BIRTH. Obtain from civilian operator's license. Be sure to write the date with the numerical day, three-letter abbreviations of the month and the last two digits of the year (e.g., 010246 is 2 Jan 46).

ORGANIZATION OR ADDRESS. Include complete street address, city or town and state. Verify this information with the individual to insure that the address indicated is the current address.

DRIVERS LICENSE NUMBER. Obtain civilian drivers license. For military personnel in government vehicles, use the card number of the Standard Form 46. This number is located in the upper right corner of the card.

NOTE: Military personnel operating a privately-owned vehicle (civilian) must possess a civilian operators license and you will enter the number of the civilian license here.

ISSUING AUTHORITY. Civilian operators license, indicate the state that issued the drivers license. If a military operator in possession of a SF Form 46, enter the base here.

MAKE OR TYPE OF VEHICLE. Obtain necessary information from the registration papers on civilian vehicles. On military vehicles the vehicle identification plate, located on the glove box, will provide the necessary information.

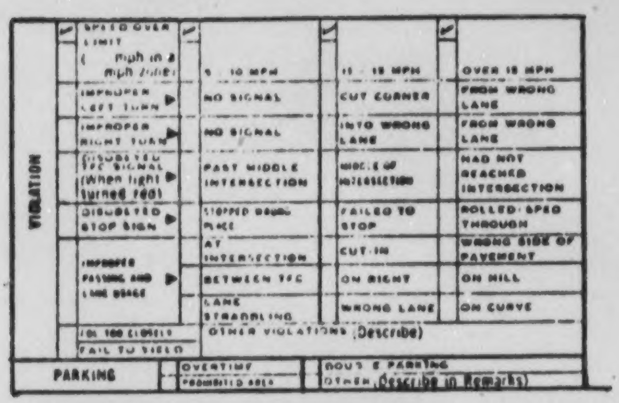
STATE LICENSE OR REGISTRATION NUMBER. This information refers to the vehicle license plates. If civilian, enter the number, year they expire and state of issue. For military vehicles enter the registration number. This number is located on the doors and trunk lid.

INSTALLATION TAG NUMBER. This is the number of the AF Form 66 which is located on the left front bumper. In addition to the number, indicate the base that issued the AF Form 66. Military vehicles do not have installation tags.

DATE. The time the violation occurred.

TIME. The time the violation occurred using the 24-hour clock.

LOCATION. This is the exact location of the VIOLATION, or exactly where the violation occurred. Enter all necessary information so that the scene of the violation can be easily located.



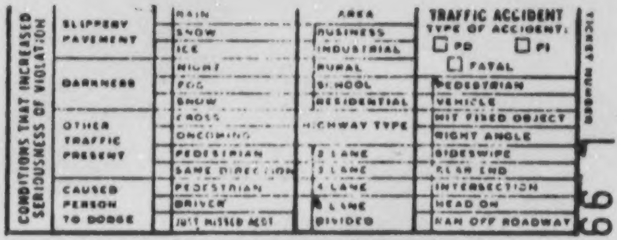
VIOLATION ☐ SPEED OVER LIMIT (mph in a mph zone)	☐ 5 - 10 MPH	☐ 11 - 15 MPH	☐ OVER 15 MPH
☐ IMPROPER LEFT TURN ▶	☐ NO SIGNAL	☐ CUT CORNER	☐ FROM WRONG LANE
☐ IMPROPER RIGHT TURN ▶	☐ NO SIGNAL	☐ INTO WRONG LANE	☐ FROM WRONG LANE
☐ DISOBEYED TFC SIGNAL (When light turned red) ▶	☐ PAST MIDDLE INTERSECTION	☐ MIDDLE OF INTERSECTION	☐ HAD NOT REACHED INTERSECTION
☐ DISOBEYED STOP SIGN ▶	☐ STOPPED WRONG PLACE	☐ FAILED TO STOP	☐ ROLLED SPED THROUGH
☐ IMPROPER PASSING AND LANE USAGE ▶	☐ AT INTERSECTION	☐ CUT IN	☐ WRONG SIDE OF PAVEMENT
	☐ BETWEEN TFC	☐ ON RIGHT	☐ ON HILL
	☐ LANE STRADDLING	☐ WRONG LANE	☐ ON CURVE
☐ FOL TOO CLOSELY	OTHER VIOLATIONS (Describe)		
☐ FAIL TO YIELD			
PARKING	☐ OVERTIME	☐ DOUBLE PARKING	
	☐ PROHIBITED AREA	☐ OTHER (Describe in Remarks)	

Section II, DD Form 1408. This section contains information concerning the violation, either moving or nonmoving.

To complete this section, determine if the violation is a moving violation, then locate the applicable violation(s) and place a check mark in EACH portion of section II that applies to that particular violation.

If the violation is a nonmoving (parking,) violation, locate the correct block and place a check in the applicable area. If the violation is not covered, check the OTHER block and fully describe in the remarks section.

Section III, DD Form 1408. This section is used to identify any condition which contributed to the seriousness of the violation, and to identify the type of accident, if any.



CONDITIONS THAT INCREASED SERIOUSNESS OF VIOLATION	SLIPPERY PAVEMENT	☐ RAIN	AREA	TRAFFIC ACCIDENT TYPE OF ACCIDENT: ☐ PD ☐ PI ☐ FATAL	TICKET NUMBER
		☐ SNOW	☐ BUSINESS		
		☐ ICE	☐ INDUSTRIAL		
	DARKNESS	☐ NIGHT	☐ RURAL		
		☐ FOG	☐ SCHOOL	☐ PEDESTRIAN	
		☐ SNOW	☐ RESIDENTIAL	☐ VEHICLE	
	OTHER TRAFFIC PRESENT	☐ CROSS	HIGHWAY TYPE	☐ HIT FIXED OBJECT	
		☐ ONCOMING		☐ RIGHT ANGLE	
		☐ PEDESTRIAN	☐ 2 LANE	☐ SIDESWIPE	
		☐ SAME DIRECTION	☐ 3 LANE	☐ REAR END	
	CAUSED PERSON TO DODGE	☐ PEDESTRIAN	☐ 4 LANE	☐ INTERSECTION	
		☐ DRIVER	☐ 6 LANE	☐ HEAD ON	
		☐ JUST MISSED ACDT	☐ DIVIDED	☐ RAN OFF ROADWAY	

SLIPPERY PAVEMENT. Check the block describing the cause of the slippery pavement.

DARKNESS. Check the block or blocks describing the cause of the darkness.

OTHER TRAFFIC PRESENT. Check each block as it applies.

CAUSED PERSON TO DODGE. Indicate whether it was a driver or pedestrian and whether or not an accident could have resulted by checking just missed accident.

AREA. Indicate the type of area in which the violation occurred.

HIGHWAY TYPE. Indicate the type of road or highway on which the violation occurred.

TRAFFIC ACCIDENT. If an accident occured, check the type of accident (PD = property damage, PI = personal injury, Fatal = death occurred) and what type of accident it was.

THIS SECTION MUST BE COMPLETED ON ALL MOVING VIOLATIONS.

Section IV, DD Form 1408. This section contains space for your remarks concerning the violation, your name, organization, location, and rank.

REMARKS. Here, print any specific comments on the violation, such as CLOCKED BY RADAR, CLOCKED BY VASCAR, OR PACED BY VEHICLE NUMBER ______________.

NAME OF PERSON ISSUING TRAFFIC TICKET. Your payroll signature.

ORGANIZATION AND INSTALLATION. Enter your squadron and base you are assigned to.

RANK/GRADE. Enter your current rank.

Reverse side of the yellow copy, DD Form 1408. Additional facts and circumstances are recorded here on all violations. This additional information is useful when appearing before a court.

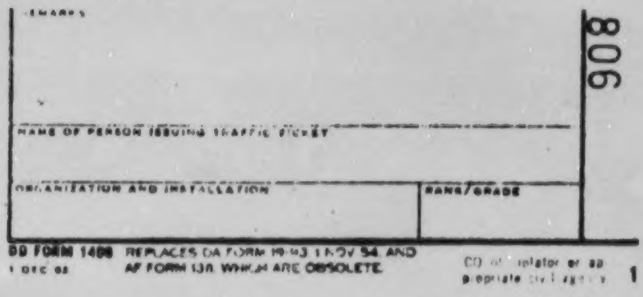
ISSUING AUTHORITIES NOTES: Four areas in which you must either provide information or indicate NONE.

1. Any action that increased the hazard of the violation. If none, enter NONE.

2. Where the violation was observed and enter the exact location. Where contact was made. Again enter the exact location.

3. Total distance traveled during pursuit. Enter in 10th of a mile, or if none, enter NONE.

4. Condition of violator. Was the violator alert, fatigued, inattentive, etc. . . .



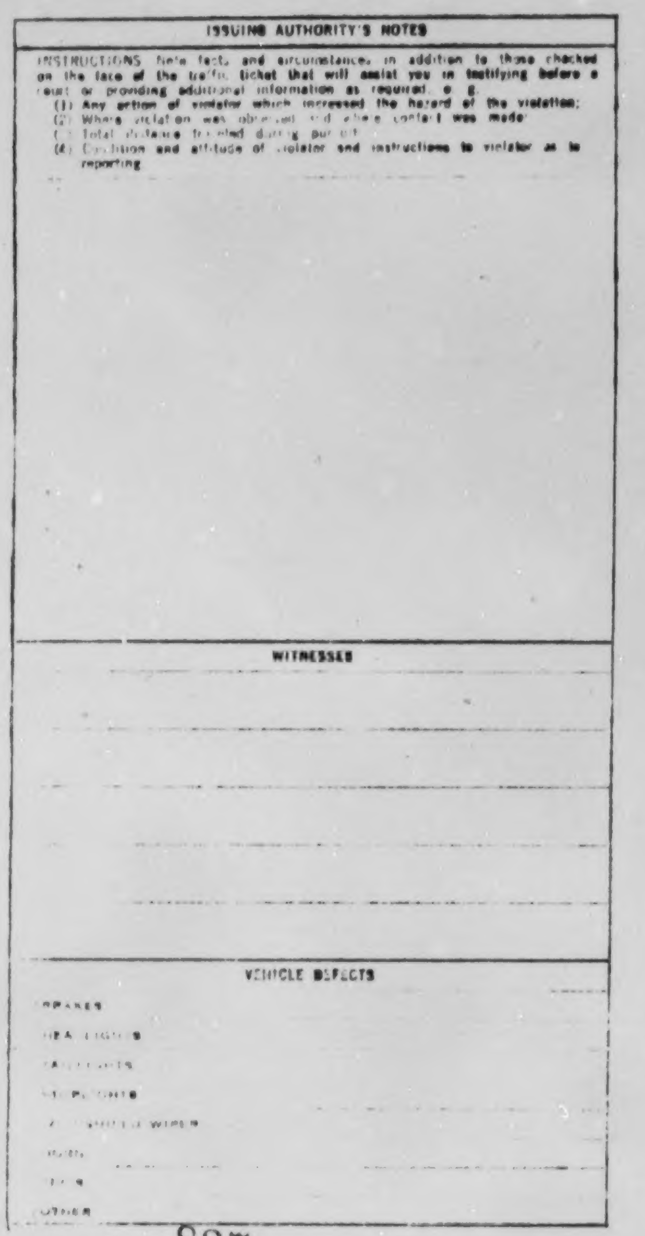
REMARKS

NAME OF PERSON ISSUING TRAFFIC TICKET

ORGANIZATION AND INSTALLATION	RANK/GRADE

DD FORM 1408 REPLACES DA FORM 19-13 1 NOV 54 AND AF FORM 130 WHICH ARE OBSOLETE.
1 DEC 65

Copy of violator or appropriate civil agency 1



ISSUING AUTHORITY'S NOTES

INSTRUCTIONS: Note facts and circumstances in addition to those checked on the face of the traffic ticket that will assist you in testifying before a court or providing additional information as required, e. g.

(1) Any action of violator which increased the hazard of the violation;
(2) Where violation was observed and where contact was made;
(3) Total distance traveled during pursuit;
(4) Condition and attitude of violator and instructions to violator as to reporting.

WITNESSES

VEHICLE DEFECTS

BRAKES
HEADLIGHTS
TAILLIGHTS
STOPLIGHTS
WINDSHIELD WIPER
HORN
TIRES
OTHER

819

DD Form 1805, VIOLATION NOTICE

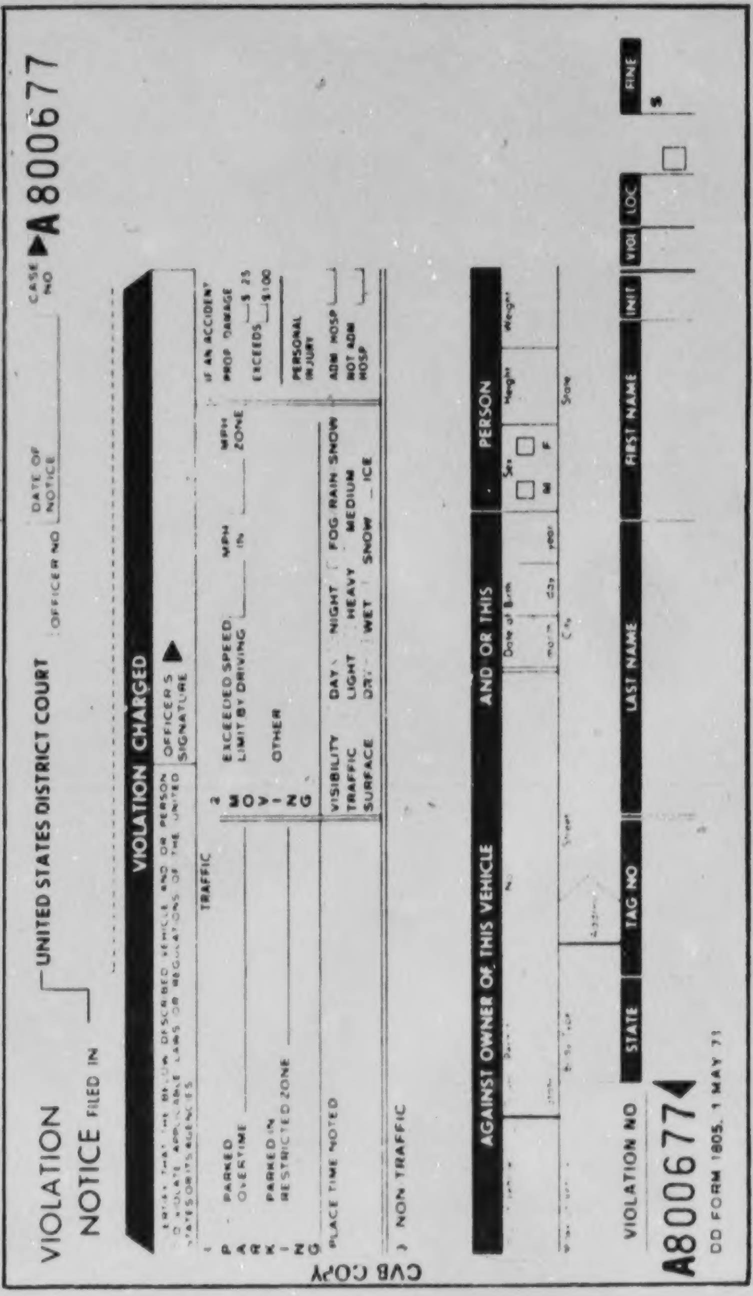
This form is used on many installations to enforce Federal law and military regulations, including traffic laws and regulations.

Specific instructions for completing the DD Form 1805 will be explained at your next duty station if the DD Form 1805 is used there.

The DD Form 1805 is made out in four copies.

1. Central Violations Bureau (figure 6).
2. State Department of Motor Vehicle (figure 7).
3. Law Enforcement Office (figure 8).
4. Violator's copy (figure 9).

The violator's copy of the Violation Notice is a manila card envelope that can be used in lieu of a court appearance unless a mandatory court appearance is indicated.



VIOLATION NOTICE FILED IN — UNITED STATES DISTRICT COURT

OFFICER NO

DATE OF NOTICE

CASE NO ▶A 800677

VIOLATION CHARGED

I CERTIFY THAT THE BELOW DESCRIBED VEHICLE AND OR PERSON DID VIOLATE APPLICABLE LAWS OR REGULATIONS OF THE UNITED STATES OR ITS AGENCIES

OFFICER'S SIGNATURE ▶

TRAFFIC

1 PARKING

PARKED OVERTIME

PARKED IN RESTRICTED ZONE

2 MOVING

EXCEEDED SPEED LIMIT BY DRIVING ____ MPH IN ____ MPH ZONE

OTHER

IF AN ACCIDENT

PROP DAMAGE EXCEEDS ☐ $ 25 ☐ $100

PERSONAL INJURY

ADM HOSP ☐

NOT ADM HOSP ☐

PLACE TIME NOTED

VISIBILITY DAY NIGHT FOG RAIN SNOW

TRAFFIC LIGHT HEAVY MEDIUM

SURFACE DRY WET SNOW ICE

3 NON TRAFFIC

CVB COPY

AGAINST OWNER OF THIS VEHICLE AND OR THIS PERSON

Date of Birth month day year

Sex ☐ M ☐ F

Height

Weight

Street

City

State

Address

VIOLATION NO

A800677◀

STATE

TAG NO

LAST NAME

FIRST NAME

INIT

VIOL

LOC ☐

FINE $

DD FORM 1805, 1 MAY 71

Figure 6 (white copy)

(a) Attitude of violator. Was the violator cooperative, belligerent, etc. . .?

(b) Instructions to violator as to reporting. This information will be the same as written on the pink copy.

WITNESSES. Anyone observing the violation is a witness. Example, another security police member on patrol with you. Passengers in the violator's vehicle are *not* witnesses to the violation.

VEHICLE DEFECTS. Note only obvious defects.

INSTRUCTIONS TO VIOLATOR

☐ Inform your commanding officer, supervisor, or sponsor of this violation. The original copy of this traffic ticket will be forwarded in accordance with established procedures.

☐ You may obtain further information concerning this traffic ticket from the installation law enforcement office.

☐ SPECIAL INSTRUCTIONS:

Reverse side of the pink copy, DD Form 1408. This is the violator's copy of the citation and contains specific instructions you will give him as to the reporting of the citation to his commander, first sergeant or sponsor.

INSTRUCTIONS TO VIOLATOR

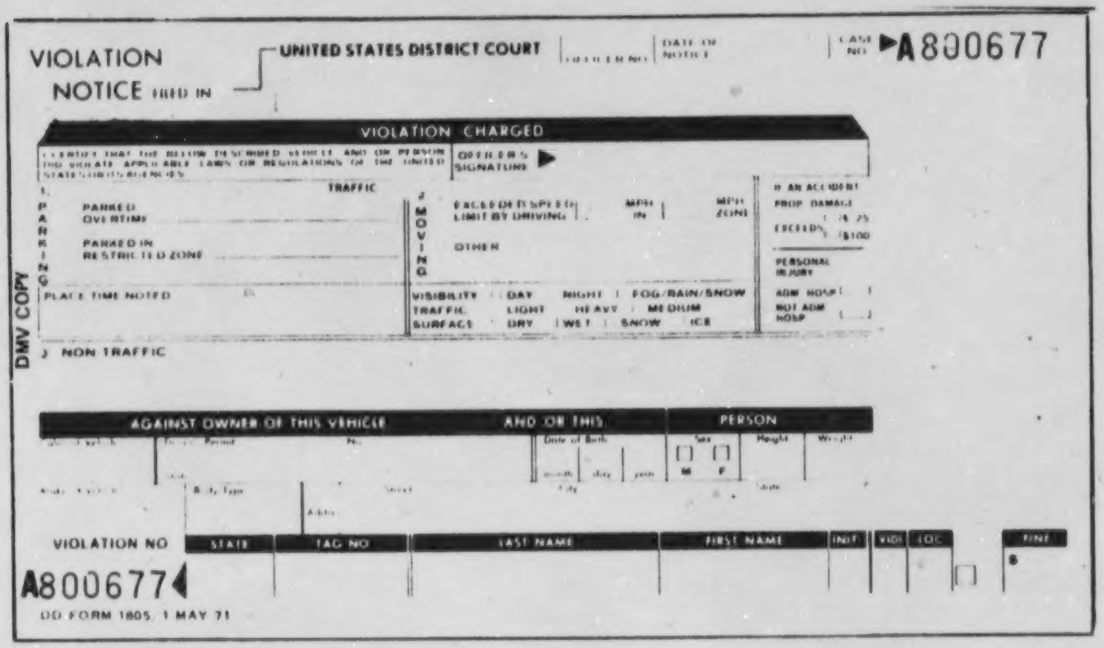
The first block will ALWAYS be checked.

The second block is for the violator's information and for defective vehicle citations.

The third block, SPECIAL INSTRUCTIONS is checked and you will write in:

"REPORT TO YOUR COMMANDER WITHIN______ HOURS."

NOTE: The amount of hours varies, but the violator must report not later than the end of the NEXT duty day.



DMV COPY

VIOLATION NOTICE FILED IN — UNITED STATES DISTRICT COURT | OFFICER NO | DATE OF NOTICE | CASE NO ▶A800677

VIOLATION CHARGED

I CERTIFY THAT THE BELOW DESCRIBED VEHICLE AND OR PERSON DID VIOLATE APPLICABLE LAWS OR REGULATIONS OF THE UNITED STATES OR ITS AGENCIES | OFFICER'S SIGNATURE ▶

1. TRAFFIC
PARKING
PARKED OVERTIME
PARKED IN RESTRICTED ZONE
PLACE TIME NOTED

2 MOVING
EXCEEDED SPEED LIMIT BY DRIVING | MPH IN | MPH ZONE
OTHER

VISIBILITY | DAY | NIGHT | FOG/RAIN/SNOW
TRAFFIC | LIGHT | HEAVY | MEDIUM
SURFACE | DRY | WET | SNOW | ICE

IF AN ACCIDENT
PROP DAMAGE
EXCEEDS ☐ $ 25 ☐ $100
PERSONAL INJURY
ADM HOSP ☐
NOT ADM HOSP ☐

3 NON TRAFFIC

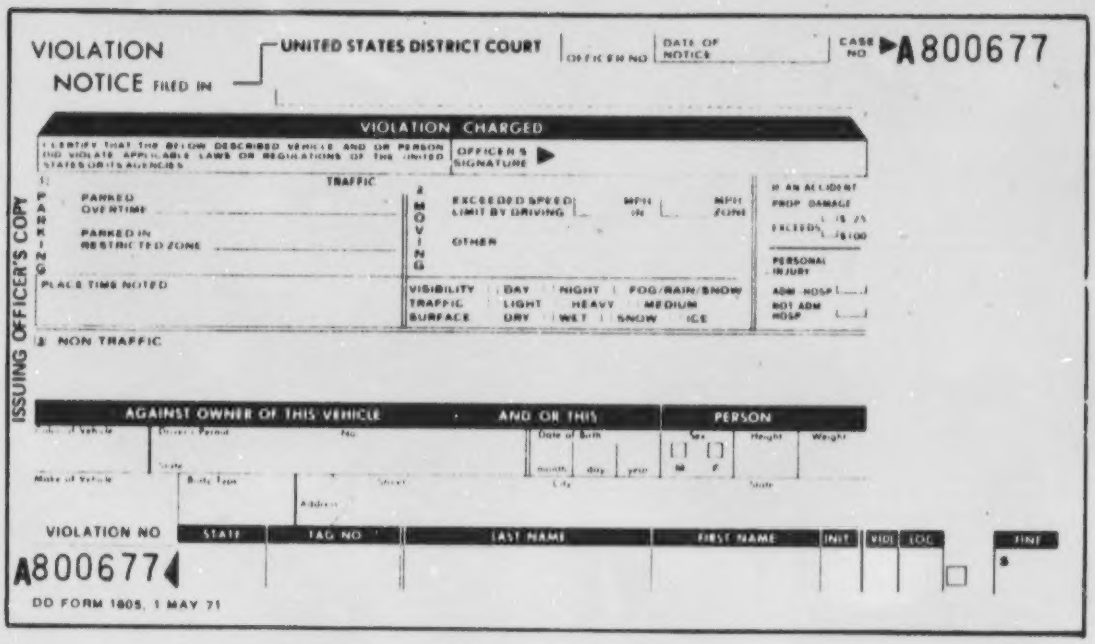
AGAINST OWNER OF THIS VEHICLE | AND OR THIS | PERSON

Color of Vehicle | Driver's Permit | No. | State | Date of Birth month day year | Sex ☐ M ☐ F | Height | Weight
Make of Vehicle | Body Type | Address | Street | City | State

VIOLATION NO	STATE	TAG NO	LAST NAME	FIRST NAME	INIT	VIOL	LOC		FINE
A800677◀								☐	$

DD FORM 1805, 1 MAY 71

Figure 7 (yellow copy).



ISSUING OFFICER'S COPY

VIOLATION NOTICE FILED IN — UNITED STATES DISTRICT COURT | OFFICER NO | DATE OF NOTICE | CASE NO ▶A800677

VIOLATION CHARGED

I CERTIFY THAT THE BELOW DESCRIBED VEHICLE AND OR PERSON DID VIOLATE APPLICABLE LAWS OR REGULATIONS OF THE UNITED STATES OR ITS AGENCIES | OFFICER'S SIGNATURE ▶

1. TRAFFIC
PARKING
PARKED OVERTIME
PARKED IN RESTRICTED ZONE
PLACE TIME NOTED

2 MOVING
EXCEEDED SPEED LIMIT BY DRIVING | MPH IN | MPH ZONE
OTHER

VISIBILITY | DAY | NIGHT | FOG/RAIN/SNOW
TRAFFIC | LIGHT | HEAVY | MEDIUM
SURFACE | DRY | WET | SNOW | ICE

IF AN ACCIDENT
PROP DAMAGE
EXCEEDS ☐ $ 25 ☐ $100
PERSONAL INJURY
ADM HOSP ☐
NOT ADM HOSP ☐

3 NON TRAFFIC

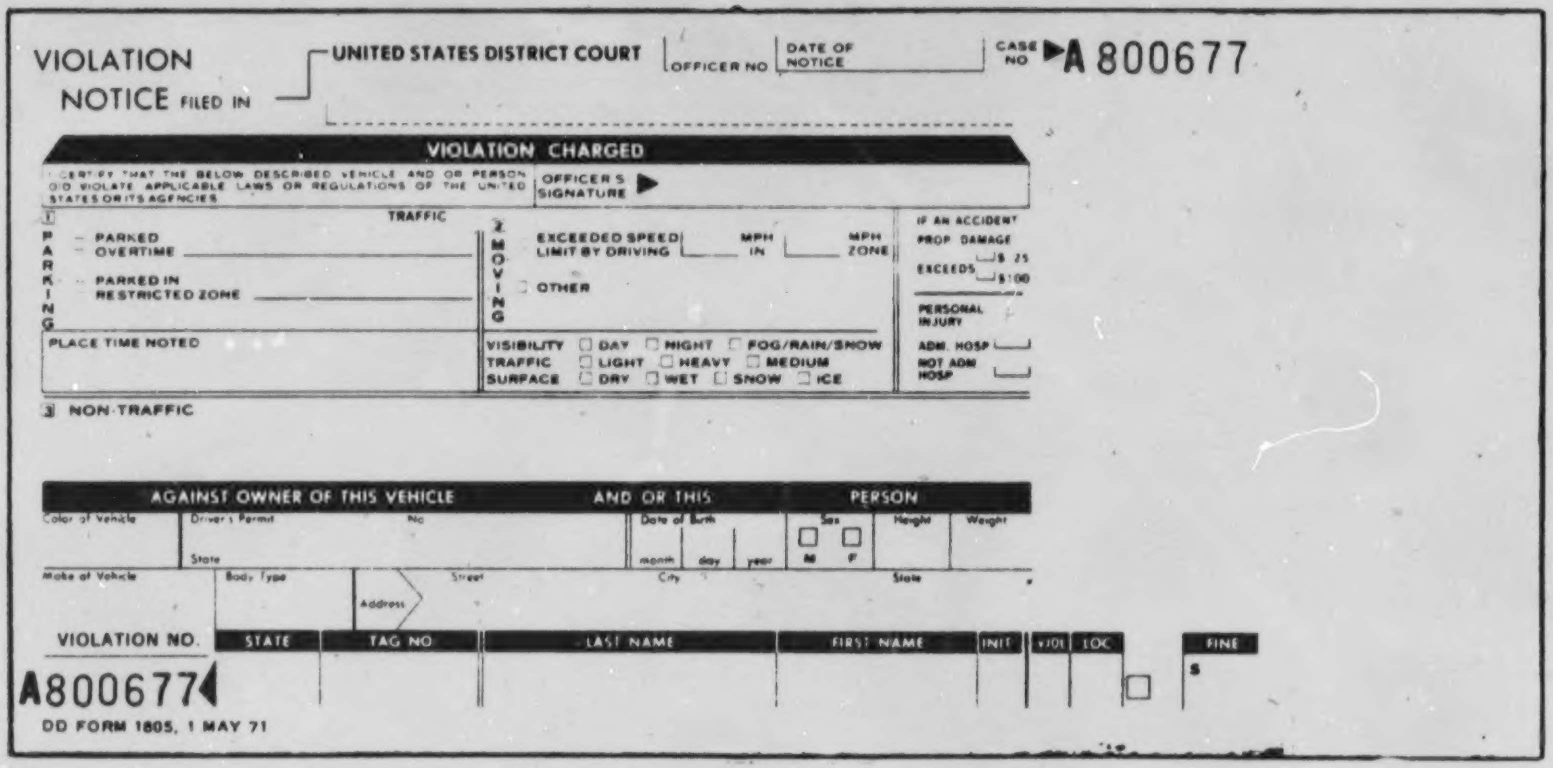
AGAINST OWNER OF THIS VEHICLE | AND OR THIS | PERSON

Color of Vehicle | Driver's Permit | No. | State | Date of Birth month day year | Sex ☐ M ☐ F | Height | Weight
Make of Vehicle | Body Type | Address | Street | City | State

VIOLATION NO	STATE	TAG NO	LAST NAME	FIRST NAME	INIT	VIOL	LOC		FINE
A800677◀								☐	$

DD FORM 1805, 1 MAY 71

Figure 8 (pink copy).



VIOLATION NOTICE FILED IN

UNITED STATES DISTRICT COURT

OFFICER NO

DATE OF NOTICE

CASE NO ▶A 800677

VIOLATION CHARGED

I CERTIFY THAT THE BELOW DESCRIBED VEHICLE AND OR PERSON DID VIOLATE APPLICABLE LAWS OR REGULATIONS OF THE UNITED STATES OR ITS AGENCIES

OFFICER'S SIGNATURE ▶

TRAFFIC

1 PARKING
- PARKED OVERTIME ______
- PARKED IN RESTRICTED ZONE ______

2 MOVING
- EXCEEDED SPEED LIMIT BY DRIVING ____ MPH IN ____ MPH ZONE
- ☐ OTHER

PLACE TIME NOTED

VISIBILITY ☐ DAY ☐ NIGHT ☐ FOG/RAIN/SNOW

TRAFFIC ☐ LIGHT ☐ HEAVY ☐ MEDIUM

SURFACE ☐ DRY ☐ WET ☐ SNOW ☐ ICE

IF AN ACCIDENT

PROP. DAMAGE EXCEEDS $ 25 ____ $100 ____

PERSONAL INJURY

ADM. HOSP ____

NOT ADM HOSP ____

3 NON-TRAFFIC

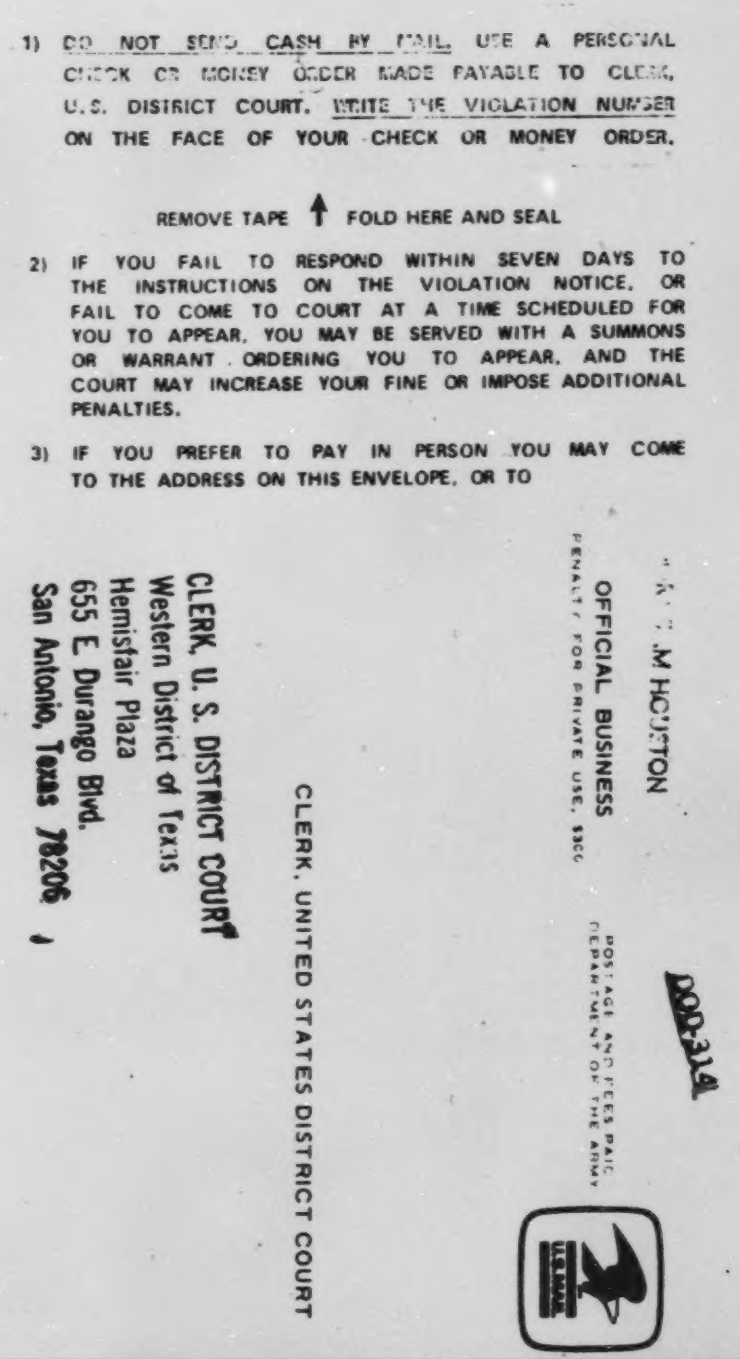
AGAINST OWNER OF THIS VEHICLE AND OR THIS PERSON

Color of Vehicle	Driver's Permit No State	Date of Birth month	day	year	Sex ☐ M ☐ F	Height	Weight
Make of Vehicle	Body Type	Address Street	City		State		

VIOLATION NO.	STATE	TAG NO	LAST NAME	FIRST NAME	INIT	VIOL	LOC		FINE
A800677◀								☐	$

DD FORM 1805, 1 MAY 71

Figure 9 (violator's copy).



1) DO NOT SEND CASH BY MAIL. USE A PERSONAL CHECK OR MONEY ORDER MADE PAYABLE TO CLERK, U.S. DISTRICT COURT. WRITE THE VIOLATION NUMBER ON THE FACE OF YOUR CHECK OR MONEY ORDER.

REMOVE TAPE ↑ FOLD HERE AND SEAL

2) IF YOU FAIL TO RESPOND WITHIN SEVEN DAYS TO THE INSTRUCTIONS ON THE VIOLATION NOTICE, OR FAIL TO COME TO COURT AT A TIME SCHEDULED FOR YOU TO APPEAR, YOU MAY BE SERVED WITH A SUMMONS OR WARRANT ORDERING YOU TO APPEAR, AND THE COURT MAY INCREASE YOUR FINE OR IMPOSE ADDITIONAL PENALTIES.

3) IF YOU PREFER TO PAY IN PERSON YOU MAY COME TO THE ADDRESS ON THIS ENVELOPE, OR TO

[illegible] M HOUSTON

OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE, $300

POSTAGE AND FEES PAID
DEPARTMENT OF THE ARMY
DOD-314

U.S. MAIL

CLERK, UNITED STATES DISTRICT COURT

CLERK, U. S. DISTRICT COURT
Western District of Texas
Hemisfair Plaza
655 E. Durango Blvd.
San Antonio, Texas 78206

Figure 9 (back of violators' copy) continued.

The patrolman must always remember that the violator's ego has been hurt. This should not sway your decision but it does require understanding, tact and diplomacy. Upon completing the white and pink copies of the ticket or citation, the patrolman will return to the violator's vehicle and state:

"Sir, or Ma'am, here is your copy of the ticket (or violation notice)."

Inform the violator as to reporting instructions. DO NOT, under any circumstances, reprimand the violator. Military will report to their commanders, civilians employed on base will report to their supervisor; dependents will report to their sponsors when issued a DD Form 1408. The reporting instructions for a DD Form 1805 are on the violator's copy and instructions may vary from base to base. After giving instructions, return the violator's credentials individually stating "Sir (Ma'am), here is your driver's license, I.D. card," etc. Upon completion, help the violator return to the flow of traffic. Go back to the patrol vehicle and complete the yellow copy of the DD Form 1408. To complete the pink and yellow copy, the patrolman must remove them from the book and complete them individually as the carbon will transpose the information onto the other copies. The patrolman should use a black ink pen when writing a traffic ticket in case reproduction of it is necessary (blue ink will not always reproduce). Write hard enough on the white copy to penetrate to the pink copy, thus allowing the violator to be able to read the violation.

The patrolman must always be alert for additional violations when making traffic stops. An example would be an expired operator's license. When additional violations are found use the block marked "other violations" or use the "remarks" section. Remember that an individual must have a state issued license to operate a private vehicle and a SF 46 to operate a government vehicle. Even though a state license is expired, some states recognize them as valid provided the operator is on active duty out of state. When in doubt, contact the desk sergeant.

Parking Violations. In cases where the operator of the vehicle is not present, you have two choices:

1) Identify the operator through AFLET (Armed Forces Law Enforcement Terminal) and fill in the information.

2) Instruct the violator (on the pink copy) to report to the Security Police desk sergeant before seeing his commander. You will leave the identification portion of the ticket blank.

SUMMARY

The fortunate bases have patrols that are used specifically for traffic. Other bases have patrols that share the responsibilities of traffic management, police investigations, and resources protection. Traffic Management, however, is not limited to patrols. Gates and special posts are tasked with traffic duties also.

SUMMARY QUESTIONS

1. Name the four basic purposes of traffic patrols.

2. Name the four emergency first aid steps used by security police.

3. Explain observation and deterrence.

4. Name the types of identification used by military, dependent and civilian personnel while driving on an Air Force base.

5. What is the primary difference in the "fine" of a DD Form 1408 and a DD Form Form 1805? (Reference Atch A-1)

USAF Security Police Academy
Lackland Air Force Base, Texas

SG 3ABR81132–IV-5
28 July 1977

TRAFFIC DIRECTION

OBJECTIVES

Placed in an intersection with vehicular and pedestrian traffic, direct vehicle and pedestrian traffic with assistance.

INTRODUCTION

This portion of the study guide is designed to provide you with a fundamental understanding of the purpose and procedures of traffic direction. Your instructor will explain all matters not covered by the text and answer all related questions you may have. Read this material carefully and complete any additional assignment given by your instructor.

INFORMATION

Traffic Direction Purpose

Traffic direction is a part of maintaining an orderly flow of traffic. Security Police will direct traffic as minimally required. This means we direct traffic only under certain conditions:

a. When the road becomes inadequate to accommodate traffic.

b. When serious congestion is anticipated (Examples would be parades, demonstrations, peak traffic hours).

c. When traffic studies dictate the need for control.

d. When interruptions are reported to Security Police.

e. When other traffic controls fail.

Patrolman Preparation

Before directing traffic you must make time to prepare yourself and the intersection. Get as much information as you can before arrival. When you arrive, look over the situation before you step into the street. Make sure that the safety equipment you need is available and working. Many bases have reflectorized vests or sleevelets, traffic flashlights/ flares, platforms and temporary signs or cones. You will have your own flashlight and whistle. Be prepared.

Intersection Control Point

The design of the intersection, traffic situation, lighting conditions, and the degree of control required will determine where you, as the traffic controller, will stand. The intersection control point is the point in an intersection where a traffic controller can best control and direct vehicle or pedestrian traffic. When directing traffic, position yourself so that you do not unduly interfere with traffic and at a point where your personal safety is assured. The most important consideration in selecting the control point is be able to see the vehicles and insure they see you. On most intersections, this point is the center of the intersection; however, this rule varies with different intersections. For example, at T or offset intersections where one way traffic exists or the road narrows, it would be better to stand to one side (see Figure 10).

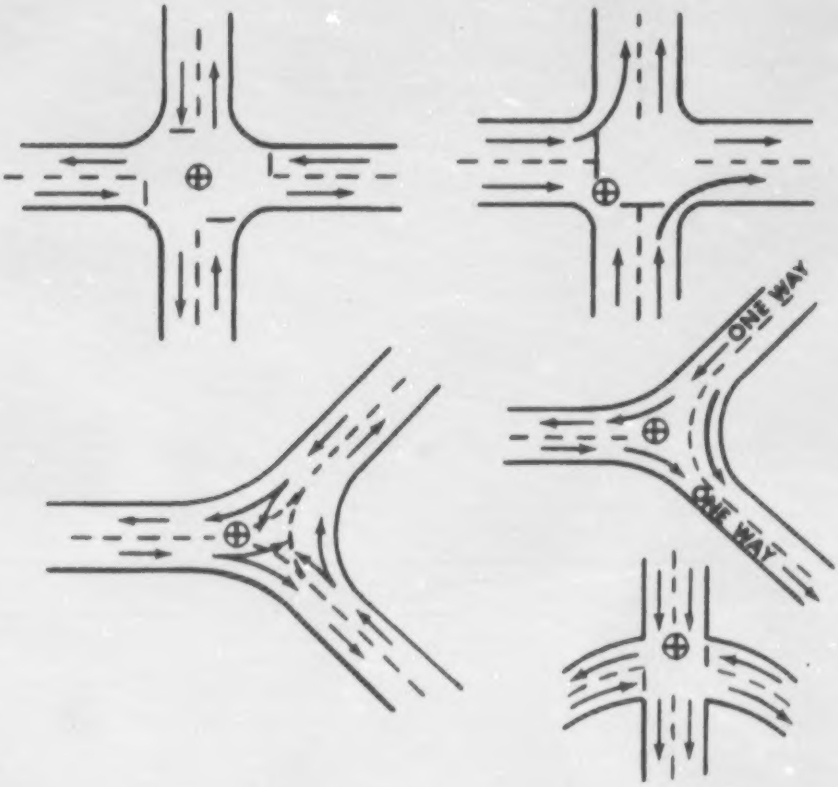


Figure 10

Hand Signals

Hand signals are the most common method of directing traffic. Our signals have been standardized for uniformity and to give a proper appearance to the patrolman. Individual bases may vary this standard for individual preference or "showmanship." However, remember your purpose. ANY hand signal must be executed distinctly and deliberately to be effective. Poor or vague signals confuse drivers and do nothing for public relations.

Patrolman fatigue is common while directing traffic for long periods on a gate or in intersections. Stiff muscles, sore feet, sun and wind burn are common problems. For your own comfort and safety follow these easy rules:

Stand erect with the feet 8 to 10 inches apart and the knees slightly bent.

Let the arms hang naturally when not used.

Distribute weight evenly on both feet.

Stand with the shoulders facing the moving traffic.

Look directly at the driver in the vehicle prior to giving the signal and continue the stare until the driver has committed himself by action (Do not assume that the vehicle turn signal is correct—watch driver actions and the turning of the wheel).

Insure traffic is completely stopped before changing direction of the traffic flow.

It is not practical to give verbal instructions; you must use visible symbols that are clear to the people you are directing. It is important that your gestures and signals are similar to those used by other patrolmen. A lack of uniformity confuses drivers and creates hazards. Develop your style within the standard. Gestures and the whistle are used to get the attention of drivers and pedestrians. When a gesture is rude or inappropriate; or when a whistle is too frequently used the effectiveness declines. To direct traffic effectively, you must become proficient in executing the hand and arm signals for STOP, GO, TURN, and CHANGE DIRECTION OF TRAFFIC FLOW. Always give one signal at a time and look at the individual you are signaling. If a driver wishes to make a prohibited turn, shake your head "NO."

NOTE: Buses, semitrailers and other large vehicles need more time to start and stop than smaller vehicles. Make your signal for those vehicles well in advance to avoid conflict.

Stop Signal

The STOP SIGNAL is used to stop vehicle flow of traffic. To signal a vehicle or stream of traffic to stop, raise your arm, palm out, and look straight at the driver you want to stop. Watch him and hold your position until the driver sees you, or at least until the driver has had plenty of time to do so. Then raise your pointing hand and upper arm to an angle of approximately 45 degrees above the horizontal. Bend your elbow slightly and hold your hand in a vertical position with fingers together and palm towards the driver. Your hand should be high and visible above your head. Hold this position until the driver comes to a complete stop (figure 11).

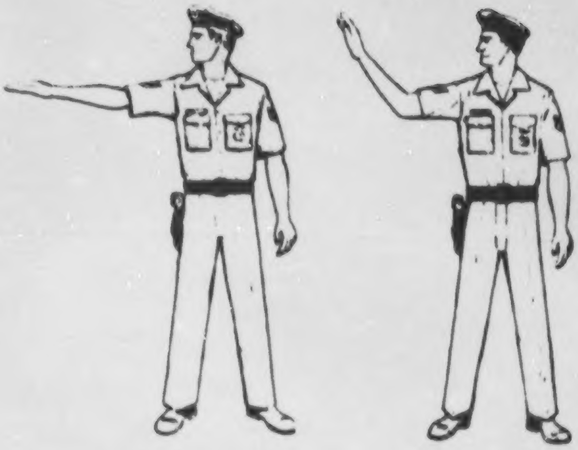


Figure 11

To stop traffic from both directions, stop the traffic from one direction first, hold your hand in the STOP POSITION; then look toward the opposite direction and repeat the procedures for the STOP SIGNAL as shown in figure 12.

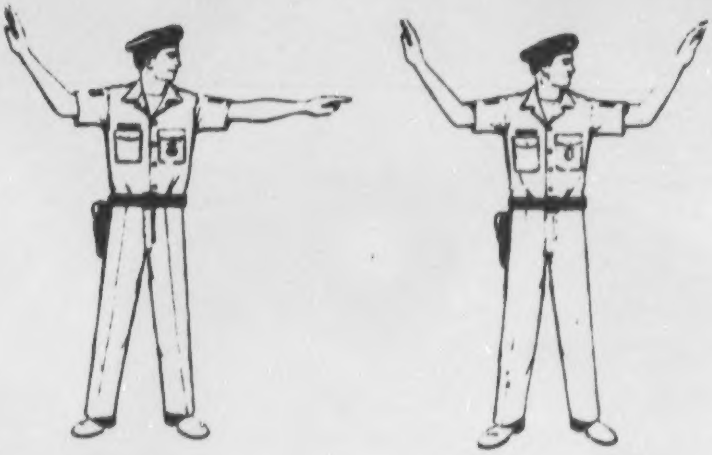


Figure 12

Go Signal

The GO SIGNAL is used to start vehicle traffic moving. To start traffic moving, place yourself so that your side is toward the line of traffic to be started. With your arms horizontally point with your index finger toward vehicle you want to start. Hold it until you get the attention of the driver. Then, with your palm up, swing your hand up and over to your chin and hold this position for approximately one second; then drop your hand to your side. Bend your arm only at the elbow. After traffic has been started from one side, drop that arm and start

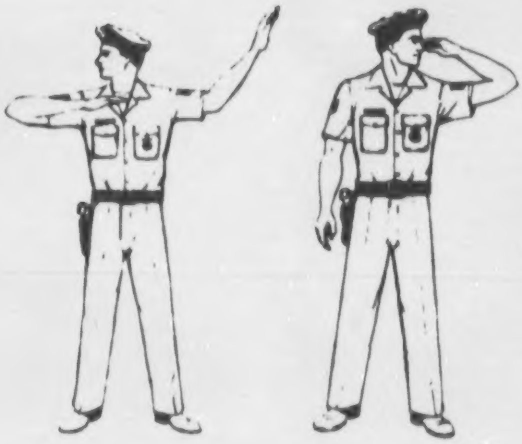


Figure 13

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traffic from the opposite side with your other hand by repeating the same motion as mentioned above. You may repeat the GO SIGNAL rapidly several times to speed up sluggish traffic.

Change Direction of Flow

To change the direction of traffic flow, you must stop each stream of moving traffic with the STOP SIGNAL. When traffic has stopped and the intersection is clear, turn your body 90 degrees (facing movements are not required). From this position, give the GO SIGNAL to streams of traffic to your left or right separately as indicated in figure 14.

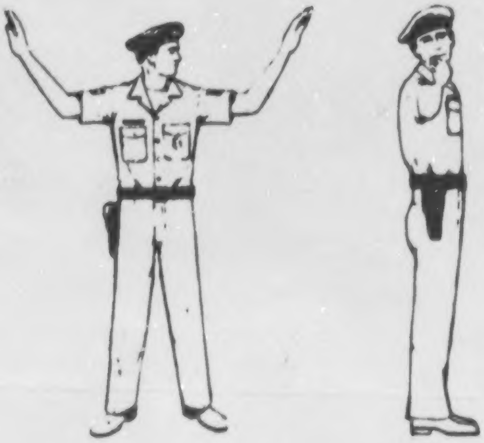

Figure 14

Turn Signal

The TURN SIGNAL is used to direct turns for both left and right turns. When directing turns, the arm you signal with will be determined by the vehicle direction of approach. Point toward the driver, who is to make the turn, with your arm and hand. Allow the driver sufficient time to see your gestures and then swing your arm to the point in the direction the driver is to go. Keep pointing in that direction until the driver begins the turn. Always look toward the vehicle making the turn.

RIGHT TURN. If a vehicle approaches from the right to make a right turn, point your index finger and right arm at the driver. Swing your arm and point in the direction you want the vehicle to go (figure 15).

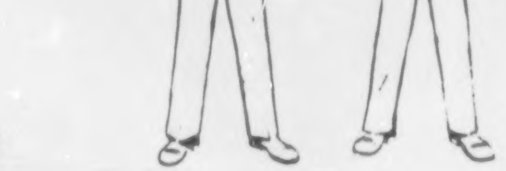

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Figure 15

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If the vehicle approaches from your left, direct the driver with your left arm in the same manner as just mentioned and twist your body as you swing your left arm. Insure the vehicle has completely exited the intersection before resuming the normal flow of traffic (figure 16).

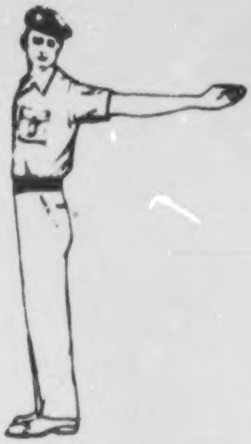

Figure 16

LEFT TURN. In directing left-turning traffic, you will first have to halt traffic in the lanes through which the turning car must cross. If the left-turning vehicle is approaching from your left, give the STOP SIGNAL with your right arm to stop traffic in the lane through which the turning driver is to pass. Hold the STOP SIGNAL with your right arm and then make the turning gesture with your left arm. Do not hold the STOP SIGNAL too long after the driver makes his turn, because it tends to slow the flow of traffic needlessly (figure 17).

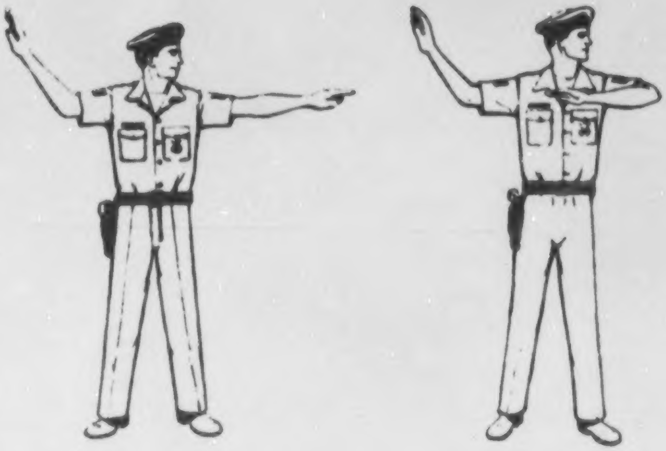

Figure 17

If a vehicle approaches from your right, give the STOP SIGNAL with your left arm and hand. Hold the STOP SIGNAL with your left arm and hand and then make the left-turning gesture with your right arm and hand by swinging your arm and pointing in the direction you want the vehicle to go. Do not hold the STOP SIGNAL too long after the driver makes his turn because it tends to slow the flow of traffic needlessly.

NOTE: Insure that your arm is fully extended and parallel to the ground when executing left/right turn signals. Remember that the purpose of traffic control is to insure a safe, rapid and efficient flow of traffic at all times. It is also imperative to make distinct signals as the drivers depend on you.

Situation Control

To be effective in traffic control you must be flexible. Patience and a sense of humor will save your sanity. Although, situations will differ, there are set patterns to follow.

a. Continually observe traffic, especially for hazards.

b. Firmly establish control. This can be obtained by performing your signals and movements with precision and by insuring that the people obey your signal.

c. Give the primary route priority. This can be done by:

moving secondary road traffic during "breaks" in the primary flow.

allowing traffic to build up on secondary routes before directing it to move.

changing the flow of traffic only after clearing the intersection.

allowing right turns without changing the flow of traffic as long as the turn does not interfere or create hazards.

You must be particularly careful at the scene of traffic tieups (jams) and accidents. Any traffic flow problem must be avoided or prevented. Should this occur act quickly and decisively. As soon as possible.

STOP ALL TRAFFIC. This is done to prevent accidents and to keep the tieup or accident from getting worse.

LOCATE THE KEY VEHICLE(S). Find the cause of the tieup. Move one vehicle at a time until the key vehicles can be moved. This eliminates the cause.

NOTE: Moving a vehicle at an accident scene is not an easy task. For further guidance consult chapter 5, or your instructor.

REESTABLISH TRAFFIC FLOW. Upon the removal of the key vehicle(s), reestablish a smooth, safe and even flow of traffic. In accident cases or in situations where traffic flow will be impeded for long periods an alternate route away from the hazardous area should be established.

SUMMARY

The key word to traffic direction is assume. Never assume that the driver "understands" your signal. Watch pedestrians and bicycles and do not assume they will obey you. Watch for the unexpected. Keep your style of direction within the limits of the standard.

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Summary Questions

1. Name the conditions that require a patrolman for traffic direction.

2. Besides checking your equipment, how else can you prepare to direct traffic?

3. What determines the intersection control point?

4. Before allowing a left turn, what action should the patrolman take?

5. What is the procedure for clearing a traffic tieup?

USAF Security Police Academy
Lackland Air Force Base, Texas

SG 3ABR81132—IV-5
28 July 1977

SPEED MEASURING DEVICES

OBJECTIVES

Provided with a SPEEDGUN, perform a functional check, calibrate the SPEEDGUN and clock two target vehicles with assistance.

INTRODUCTION

This portion of the study guide is designed to provide you with a fundamental understanding of the purpose and procedures of using speed measuring devices. Your instructor will explain all matters not covered by the text and answer all related questions you may have. Read this material carefully and complete any additional assignment given by your instructor.

INFORMATION

Speed Measuring Device Purpose

While speeding does not cause all accidents, it does have a definite affect on the severity of accidents. To maintain an even flow of traffic and to prevent accidents is the goal of speed control. Speed measuring devices are used to enhance this control effort. Their purpose is to increase voluntary compliance among drivers concerning traffic regulations and they may be used in speed studies for the base. Speed measuring devices are not used to increase the number of violations for statistics or for "quotas."

Pacing Method

The first requirement for this method is that the patrolman have a calibrated vehicle. Calibrated vehicle means that the speedometer has been calibrated (tested) and is accurate. It is recommended that this be done at least every 60 days. Civil police agencies are contracted to do this if the base is not equipped. For this method the patrol vehicle is positioned behind the suspect vehicle and remains at a constant interval for a suggested distance of at least 3/10th of a mile. Note the speed when you begin and end the 3/10th of a mile. MAKE SURE you are travelling the same speed as the target vehicle before beginning the clock.

ADVANTAGES	**DISADVANTAGES**
• Any SP vehicle (with lights) can be used.	• Speedometer must be professionally calibrated.
• Requires minimal training.	• Requires pursuit through traffic for pacing and apprehension.
• Little extra expense.	

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Speedgun

The speedgun is a compact radar system which is relatively easy to operate. It is hand held, portable and battery powered. It can be used on foot or in a vehicle. Simply point the speedgun at the target vehicle, watch for a reading and pull the "trigger" to hold the speed you desire. By doing this a microwave is emitted which bounces off the vehicle and is absorbed by the shield in the front of the speedgun. This is instantly translated into a digital readout on the screen of the speedgun. The speedgun can be used in a vehicle and can be mounted behind the rear seat of the vehicle pointed backwards. A switch on the speedgun will cause the readout to be reversed, thus it can be read by the patrolman by looking into the rearview mirror.

ARG

Automatic Range Gate circuit is exclusive to the speedgun. The ARG assures that the signal read is stronger than any other and performs important functions for the operator.

a. ARG assures clean switching from target to target without the "hunting" effect of earlier radar. This allows you to switch quickly.

b. ARG discriminates between interference and the actual signal without the operator making range adjustments.

c. ARG allows for using the speedgun at maximum range possible without weather or radio interference.

OPERATION

a. Insert power cord into power source.

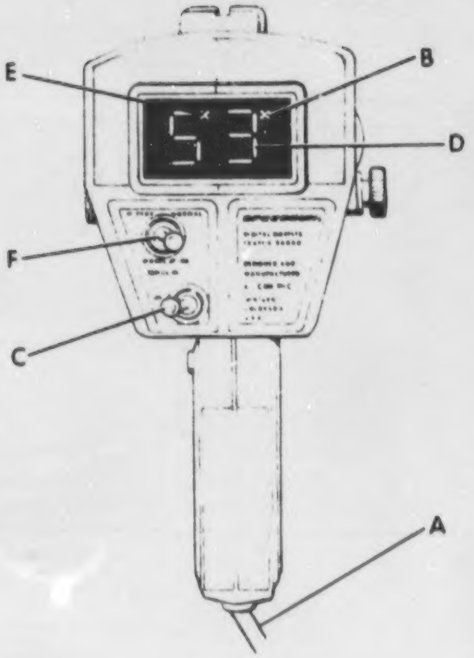
b. Turn ON-OFF switch to on (the switch on the gun, not on the cord).

c. Check trigger and Inline Lock Switch to insure that they are unlocked.

d. Allow the unit a few seconds to "warm up."

CALIBRATION

A tuning fork is issued with the speedgun. Strike the tuning fork on a semihard object (an example would be the sole of your shoe). Hard surfaces crack the forks and eliminate accuracy. After striking the fork, place it about two inches from the front of the gun and check the reading. The tuning fork must be certified to calibrate to the speed listed on the stem of the fork.



A. Power Cord.

B. Power Pilot Light.

C. ON-OFF Switch.

D. Readout Display.

E. Pilot light indicates when speeds in excess of 100 mph are obtained.

F. Mirror Reserve Switch.

H. Mounting Boss.

I. Trigger.

J. Trigger Release Pin.

K. In-Lire Lock Switch.

L. Tunning Fork.

M. Optional Battery Pack with recharger permits use of unit independent of vehicle.

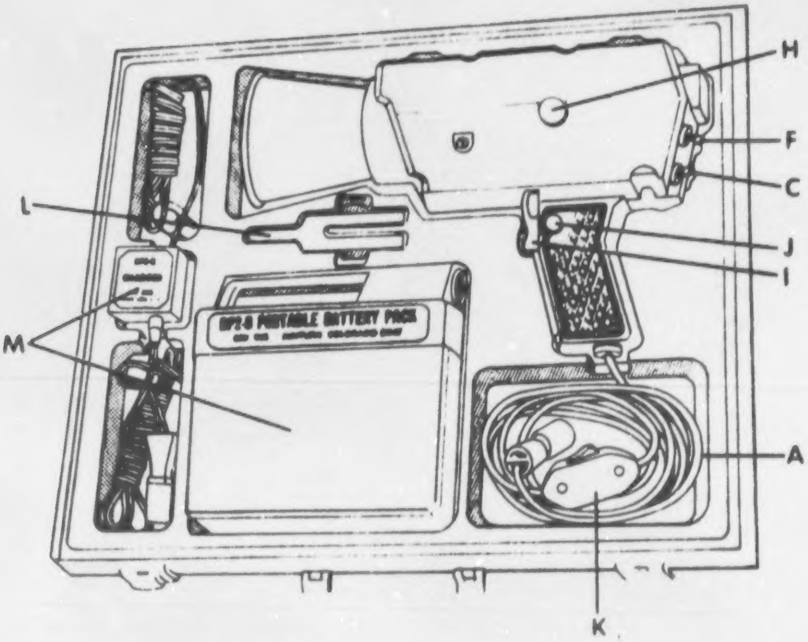


Figure 18. Speedgun.

PRACTICAL USE AND LEGAL ASPECTS

Upon observing the suspect vehicle point the speedgun directly at the vehicle. Make sure that the target vehicle is away from other traffic and wait for the time when the vehicle is closest and will not be bothered by obstructions. To hold the reading, press the trigger.

Tickets are not usually contested but insure you establish the following to avoid legal problems:

a. Time, place and location of vehicle and device.

b. Insure that the person issued the ticket was the operator at time of the violation.

c. Know your qualifications and training.

d. Insure that the speedgun was working properly.

e. Insure that the speedgun had been calibrated.

f. Establish probable cause.

g. Insure that the target vehicle was out and away by itself, and nearest to the speedgun when clocked.

ADVANTAGES	DISADVANTAGES
• Usually portable.	• Expensive equipment.
• Can be used day or night.	• Easily damaged.
• Simple operator training.	• Requires professional maintenance/ repair.

SUMMARY

Speed measuring devices are best utilized in areas where traffic exists and not on rarely used roads. These devices are designed to be used without concealment. They are used to help the driver voluntarily comply with the regulations.

Summary Questions

1. How often is a speedometer calibrated?

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2. Name one advantage and one disadvantage to the pacing method.

3. What does the Automatic Range Gate accomplish?

4. How is the speedgun calibrated?

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USAF Security Police Academy
Lackland Air Force Base, Texas

SG 3ABR81132—IV-5
28 July 1977

ALCOHOL COUNTERMEASURES EQUIPMENT

INTRODUCTION

This portion of the study guide is designed to provide you with a fundamental understanding of the purpose and procedures of the alcohol countermeasures program. Your instructor will explain all matters not covered by the text and answer all related questions you may have. Read this material carefully and complete any additional assignment given by your instructor.

INFORMATION

A.S.A.P. Program Purpose

Alcohol is a major social problem in the United States and in the Air Force. Installation commanders will establish an overall program similiar to the Department of Transportation Alcohol Safety Action Project. This program will help minimize the contribution that alcohol and drugs have made to traffic accidents.

What does the Alcohol Countermeasures program have to do with you? Security Police patrolmen have the responsibility to observe, detect and apprehend the drivers under the influence of alcohol and drugs. This action is for the protection of the "drunk" and the innocent people he endangers.

Detection

The operation of any vehicle while intoxicated is punishable under Article 111, Uniform Code of Military Justice. A patrolman will normally detect this violation by observation of unusual or abnormal behavior. You observe:

a. the violation of traffic codes (speeding, failure to signal, weaving, driving in the wrong lane).

b. abnormal behavior during vehicle or identification checks. Abnormal behavior is described as slurred speech, unsteady balance, the dominate smell of alcohol, blank stares or rambling conversations.

c. indication by a field performance test. This will be discussed in future paragraphs.

Implied Consent Policy

Any person who has received a vehicle pass or sticker on an installation and who is subject to the UCMJ has automatically given consent to a chemical test of his blood, breath, or urine for the purpose of determining the alcoholic and/or drug content of his blood if apprehended or stopped for any violation committed while the person was driving. Installation commanders will prescribe the type of test or tests to be administered.

If a person suspected of driving while intoxicated refuses the test, none will be given. The individual must be warned that his refusal to submit to a test will result in the revocation of his privilege to drive a motor vehicle on the base for a period of 6 months. The driver does not have the right to consult with a lawyer prior to the test. If the test is refused the patrolman must complete a sworn statement. The installation commander, upon receipt of the sworn statements of the patrolman, will revoke the base driving privileges.

NOTE: If the test is refused, this does not mean that the person can not be punished under Article 111, UCMJ, Drunk Driving. A well documented statement and DD Form 1920, Alcohol Influence Report, will suffice in court.

Also, civilians without decals or military affiliation are subject to the implied consent policy of the state and are detained for civilian police.

Apprehension

Probable Cause. As in all apprehensions, you must have probable cause to apprehend or detain. Probable cause, in this case, is the patrolman's observations and any usable physical evidence.

Advisement of Rights. The advisement of rights of persons is defined by each base legal office (Staff Judge Advocate). When in doubt, advise the individual of his rights upon apprehension or upon administering a field performance test. This will not hurt your case and may save it.

Accomplishment of DD Form 1920

DD Form 1920, Alcoholic Influence Report, was designed for use in documenting cases of drug and alcohol abuse. It can be filled out completely or partially depending upon the situation. See Figures 18 and 19.

ALCOHOLIC INFLUENCE REPORT

INSTALLATION	VIOLATION REPORT NO	ACCIDENT REPORT NO.
DATE, TIME AND LOCATION OF ACCIDENT OR INCIDENT	DATE AND TIME IN CUSTODY	APPREHENDING OFFICER
NAME OF SUBJECT	GRADE/CATEGORY	SSN
UNIT OF ASSIGNMENT/ADDRESS	☐ DRIVER ☐ PASSENGER ☐ PEDESTRIAN	

AGE	SEX ☐ Male ☐ Female	APPROX WEIGHT	OPERATOR'S LICENSE NO	STATE

Check all applicable boxes describing conditions observed, i.e., more than one box may be checked to describe conditions observed

SECTION I - OBSERVATIONS

MADE BY *(Name, grade, SSN & organization)*	WITNESSED BY *(Name, grade, SSN & organization)*

CLOTHES *(Describe type & color)*	HAT OR CAP	
	JACKET OR COAT	
	SHIRT OR DRESS	
	PANTS OR SKIRT	
	CONDITION ☐ Disorderly ☐ Disarranged ☐ Soiled ☐ Mussed ☐ Orderly	DESCRIBE
BREATH	ODOR OF ALCOHOLIC BEVERAGE ☐ Strong ☐ Moderate ☐ Faint ☐ None	
ATTITUDE	☐ Excited ☐ Hilarious ☐ Talkative ☐ Carefree ☐ Sleepy ☐ Profanity ☐ Combative ☐ Indifferent ☐ Insulting ☐ Cocky ☐ Cooperative ☐ Polite	
UNUSUAL ACTIONS	☐ Hiccoughing ☐ Belching ☐ Vomiting ☐ Fighting ☐ Crying ☐ Laughing	
SPEECH	☐ Not understandable ☐ Mumbled ☐ Slurred ☐ Mush mouthed ☐ Confused ☐ Thick tongued ☐ Stuttered ☐ Accent ☐ Fair ☐ Good	

SPONTANEOUS ACTS *(Statements, walking, turning, etc)*	
INDICATE BRIEFLY WHAT FIRST LED YOU TO SUSPECT ALCOHOLIC INFLUENCE	SIGNS OF COMPLAINT OF ILLNESS OR INJURY

SECTION II - PERFORMANCE TESTS *(Warning of rights in accordance with [illegible] departmental policy is required for military personnel)*

ADMINISTERED BY *(Name, grade, SSN & organization)*	DATE & TIME TESTS PERFORMED

BALANCE	☐ Falling ☐ Needed support ☐ Wobbling ☐ Swaying ☐ Unsure ☐ Sure	
WALKING	☐ Falling ☐ Staggering ☐ Stumbling ☐ Swaying ☐ Unsure ☐ Sure	
TURNING	☐ Falling ☐ Staggering ☐ Hesitant ☐ Swaying ☐ Unsure ☐ Sure	
FINGER TO NOSE	RIGHT ☐ Completely missed ☐ Hesitant ☐ Sure	LEFT ☐ Completely missed ☐ Hesitant ☐ Sure
COINS	☐ Unable ☐ Fumbling ☐ Slow ☐ Sure ☐ Other	BALANCE DURING COIN TEST
ABILITY TO UNDERSTAND INSTRUCTIONS ☐ Poor ☐ Fair ☐ Good		EFFECTS OF ALCOHOL ☐ Extreme ☐ Obvious ☐ Slight ☐ None ABILITY TO DRIVE ☐ Unfit ☐ Fit
REMARKS		

DD FORM 1 AUG 73 1920

Figure 19

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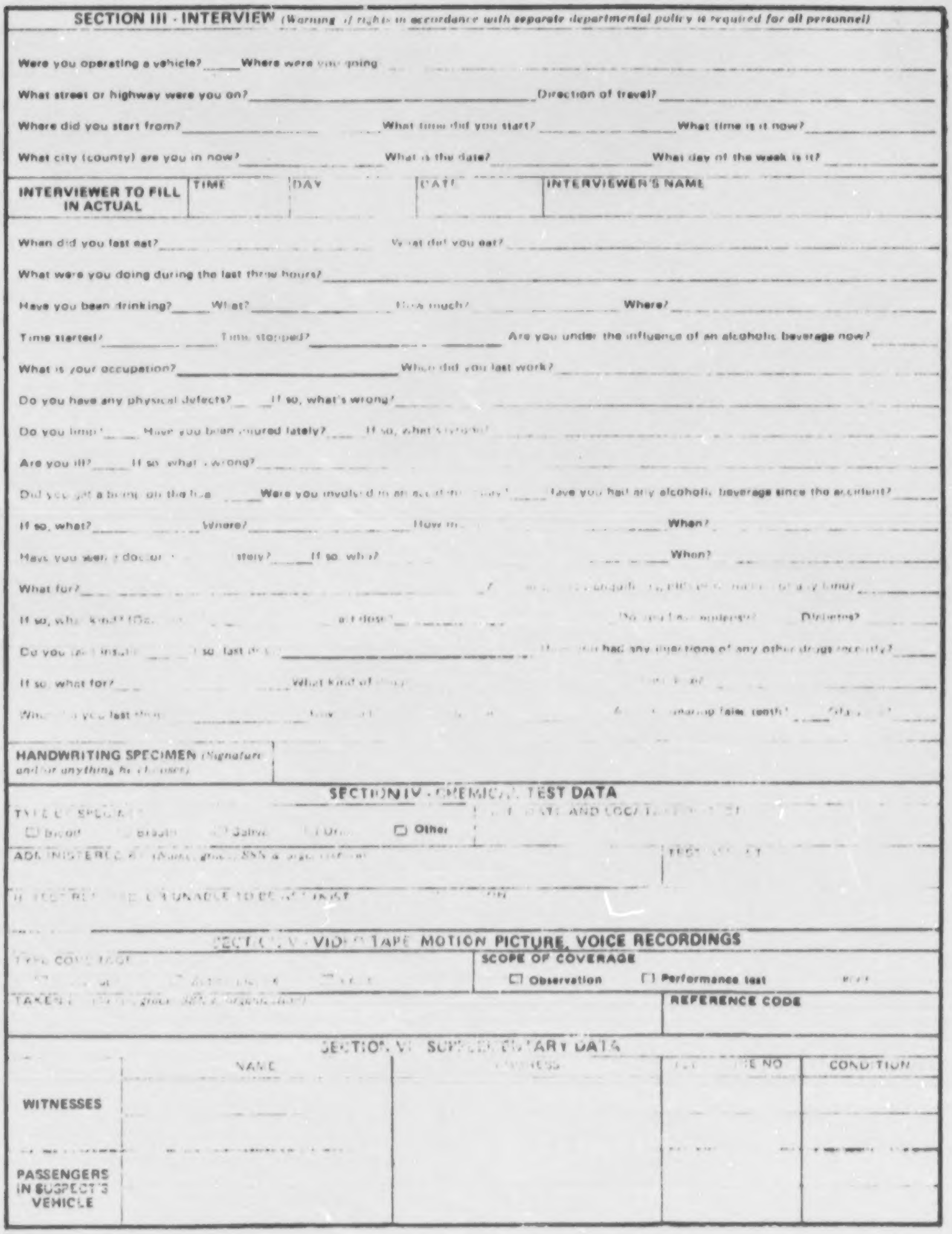

SECTION III - INTERVIEW *(Warning of rights in accordance with separate departmental policy is required for all personnel)*

Were you operating a vehicle? _____ Where were you going _____

What street or highway were you on? _____ Direction of travel? _____

Where did you start from? _____ What time did you start? _____ What time is it now? _____

What city (county) are you in now? _____ What is the date? _____ What day of the week is it? _____

INTERVIEWER TO FILL IN ACTUAL	TIME	DAY	DATE	INTERVIEWER'S NAME

When did you last eat? _____ What did you eat? _____

What were you doing during the last three hours? _____

Have you been drinking? _____ What? _____ How much? _____ Where? _____

Time started? _____ Time stopped? _____ Are you under the influence of an alcoholic beverage now? _____

What is your occupation? _____ When did you last work? _____

Do you have any physical defects? _____ If so, what's wrong? _____

Do you limp? _____ Have you been injured lately? _____ If so, what's wrong? _____

Are you ill? _____ If so, what's wrong? _____

Did you get a bump on the head? _____ Were you involved in an accident today? _____ Have you had any alcoholic beverage since the accident? _____

If so, what? _____ Where? _____ How much? _____ When? _____

Have you seen a doctor or dentist lately? _____ If so, who? _____ When? _____

What for? _____ Are you taking tranquilizers, pills or medicine of any kind? _____

If so, what kind? (Get sample) _____ Last dose? _____ Do you have epilepsy? _____ Diabetes? _____

Do you take insulin? _____ If so, last dose _____ Have you had any injections of any other drugs recently? _____

If so, what for? _____ What kind of drug? _____ Last dose? _____

When did you last sleep? _____ How much? _____ Are you wearing false teeth? _____ Glasses? _____

HANDWRITING SPECIMEN *(Signature and/or anything he chooses)*	

SECTION IV - CHEMICAL TEST DATA

TYPE OF SPECIMEN ☐ Blood ☐ Breath ☐ Saliva ☐ Urine ☐ Other	TIME, DATE AND LOCATION OF TEST
ADMINISTERED BY *(Name, grade, SSN & organization)*	TEST RESULT
IF TEST REFUSED OR UNABLE TO BE ADMINISTERED, EXPLAIN	

SECTION V - VIDEO TAPE, MOTION PICTURE, VOICE RECORDINGS

TYPE COVERAGE ☐ Video tape ☐ Motion picture ☐ Voice	**SCOPE OF COVERAGE** ☐ Observation ☐ Performance test ☐ Both
TAKEN BY *(Name, grade, SSN & organization)*	**REFERENCE CODE**

SECTION VI - SUPPLEMENTARY DATA

	NAME	ADDRESS	TELEPHONE NO	CONDITION
WITNESSES				
PASSENGERS IN SUSPECT'S VEHICLE				

Figure 20

Chemical Testing

Chemical analysis is valid when:

a. Tests of blood, urine or other bodily substances are conducted by qualified medical personnel or by designated authorities of the state according to standards set by the base.

b. Breath tests are performed by qualified personnel according to standards set by the base and state.

The most frequently used types of chemical analysis are the Breathalyzer and the B.A.T. (Blood-Alcohol Test). The Breathalyzer is a very sensitive instrument that measures the amount of alcohol that is oxidized (in your breath). An acid compound is used in the machine and hours of training are required to be a qualified operator. The Blood Alcohol Test (B.A.T.) is a laboratory test of a blood sample taken from the suspect.

Alcohol Level Analysis. Once you have received the results of either the breath or blood tests, it is important to realize exactly what they mean. The results of a breath test for alcoholic influence are expressed in terms of blood alcohol concentration. It is legally important to show the difference between alcohol concentration data obtained from blood samples and data obtained from breath samples. Blood Alcohol Concentration (BAC) is the name for data obtained from blood samples. Blood Alcohol Equivalents (BAQ) expresses the data obtained from breath samples. Numerically, the two terms are identical. Thus, a suspect who registered 0.10% BAQ for a breath test should register 0.10% BAC if given a blood test simultaneously. For symptoms and alcohol levels see Figures 20 and 21.

Amount of Liquor Consumed	**% of Alcohol in Blood**	**Legal Status in State**	**Descriptive Effects**
?	0.60	Drunk	Possibly Death
?	0.50	Drunk	Comatose
7 — 8 oz. up to	0.15	Drunk	Emotional Stress Impaired Response
5 — 6 oz. up to	0.10	Drunk In Most States	Overt Mental and Physical Relaxation
2 — 3 oz. up to	0.05	?	Sense of Well Being
0.0 oz.	0.00	Sober	Normal

Figure 21

Exhibit C-7

Stages of acute alcoholic influence/intoxication [1]

ETHYL ALCOHOL LEVEL, Per cent by Weight Blood (Urine)	STAGE OF ALCOHOLIC INFLUENCE	CLINICAL SIGNS/SYMPTOMS
0.01-0.05 (0.01-0.07)	Sobriety	No apparent influence Behavior nearly normal by ordinary observation Slight changes detectable by special tests
0.03-0.12 (0.04-0.16)	Euphoria	Mild euphoria, sociability, talkativeness Increased self-confidence; decreased inhibitions Diminution of attention, judgment, and control Loss of efficiency in finer performance tests
0.09-0.25 (0.12-0.34)	Excitement	Emotional instability; decreased inhibitions Loss of critical judgment Impairment of memory and comprehension Decreased sensitory response; increased reaction time Some muscular incoordination
0.18-0.30 (0.24-0.41)	Confusion	Disorientation, mental confusion; dizziness Exaggerated emotional states (fear, anger, grief, etc.) Disturbance of sensation (diplopia, etc.) and of perception of color, form, motion, dimensions Decreased pain sense Impaired balance; muscular incoordination; staggering gait, slurred speech
0.27-0.40 (0.37-0.54)	Stupor	Apathy; general inertia, approaching paralysis Markedly decreased response to stimuli Marked muscular incoordination; inability to stand or walk Vomiting; incontinence of urine and feces Impaired consciousness; sleep or stupor
0.35-0.50 (0.47-0.67)	Coma	Complete unconsciousness; coma; anesthesia Depressed or abolished reflexes Subnormal temperature Incontinence of urine and feces Embarrassment of circulation and respiration Possible death
0.45 + (0.60 +)	Death	Death from respiratory paralysis

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[1] Prepared by: Kurt M. Dubowski, Ph. D., FAIC, Director, Department of Clinical Chemistry and Toxicology, University of Oklahoma, School of Medicine, Oklahoma City, Oklahoma, Member, Committee on Alcohol and Drugs, National Safety Council

SUMMARY

Alcohol concentration in the body is related to the person's weight, the kind of food and the quantity of food in the stomach, the amount of liquor taken, the time over which it is consumed, and the time since the last drink. Symptoms will vary from one person to the next because of this.

Be cautious. Symptoms are deceiving. People with heart trouble, epilepsy, and other nerve and muscle disorders may appear to be drunk. Diabetes and stroke victims often appear lost or amnesic or drunk. Always approach your suspect with an open mind.

Summary Questions.

1. What is your responsibility as a part of the Alcohol Countermeasures Program?

2. Name the three ways that a patrolman can detect possible intoxication.

3. What must a patrolman do if a suspect refuses a chemical test?

4. Why was DD Form 1920, Alcohol Influence Report, designed?

5. Name the two chemical tests used most often by the Air Force.

USAF Security Police Academy
Lackland Air Force Base, Texas

SG 3ABR81132—IV-5
28 July 1977

TRAFFIC ACCIDENT INVESTIGATION PROCEDURES

OBJECTIVES

Given situations concerning accident investigation procedures, identify those which reflect proper investigative techniques.

INTRODUCTION

This portion of the study guide is designed to provide you with a fundamental understanding of the purpose and procedures of traffic accident investigation. Your instructor will explain all matters not covered by the text and answer all related questions you may have. Read this material carefully and complete any additional assignment given by your instructor.

INFORMATION

Purpose and Responsibility

The purpose of traffic accident investigation is threefold. That is to find the cause(s) and circumstances, fix responsibility, and aid in prevention of future accidents.

FIND CAUSE AND CIRCUMSTANCE. To find the cause(s) of an accident you must gather information to find who or what initially made the accident happen. In addition, you must determine what circumstances contributed to the seriousness of the accident. In simple terms, you are describing what happened.

Fix Responsibility. You must decide who or what is at fault. You do this by reviewing cause and circumstances. When fixing responsibility you must be able to explain "why". Review the cause and circumstance and answer the questions "how" and "why" and they will tell you who is at fault. Be cautious with your analysis. Liable suits, criminal action, your reputation and your squadron's reputation will depend upon how well you conduct your investigation.

Accident prevention. Our mission, in Security Police, is the protection of people and property. Accident prevention is part of that mission. How could this accident have been prevented? How can similar accidents be prevened in the future? The needless accident you help prevent could be your own.

Security Police should investigate all traffic accidents on a base provided that resources and adequately trained people are available. These accidents are divided into two catagories, Disabling and Nondisabling.

Disabling. Installation law enforcement personnel will perform detailed on-the-scene and follow-up investigations of the following accidents:

Any vehicle that cannot be safely driven from the scene.

Any personal injury or death resulting from the accident. If injury is suggested but not evident it is recommended that a report be made.

The involvement of a government vehicle or government property.

Disabling accidents must be documented. AF Form 1315, Uniform Police Traffic Collision Report, and AF Form 53, Security Police desk blotter are used for this purpose.

Nondisabling. In privately owned vehicle accidents involving only property damage and where the vehicles can safely and normally be driven away from the scene, the drivers are required to report the accident to Security Police within 72 hours. As a patrolman or desk sergeant, you must insure that the information reported includes, at a minimum, WHO was involved, WHAT was involved, WHERE the accident occurred, and WHEN the accident occurred. All accidents reported to Security Police will be recorded on AF Form 53, Security Police Desk Blotter. This includes both disabling and nondisabling accidents.

NOTE: In addition to investigating accidents on base, you may be required to respond to off base vehicle accidents involving government vehicles. Remember, your authority off base is not the same as on base. Consult local policy and always contact and cooperate with civilian police.

Also, note that OSI (Office of Special Investigation) does not investigate accidents. OSI will be called if a serious violation of the UCMJ is involved or related to the accident. However, OSI will investigate that specific offense, and you will still be responsible for the accident investigation.

Six Steps of Traffic Accident Investigation

To insure that a traffic accident is properly investigated, a format of six essential steps must be followed. These steps are: Proceeding to the Scene, Arrival at the Scene, Keeping the Accident From Getting Worse, Obtaining the Facts, Recording the Facts, and Accident Analysis. In addition to these steps, a serious or complicated accident may require a variety of follow-up investigations. All this will be discussed in detail on the following pages.

PROCEEDING TO THE SCENE. Most often, you will be informed of a traffic accident by the Desk Sergeant. This person will relay as much about the accident as possible. This includes the location of the accident, the severity of the accident, when it occurred, and the possibility of a hit and run situation. If available, information will be relayed about the traffic situation at the scene, the emergency equipment needed, and whether other emergency vehicles are enroute. This information assists you in planning your arrival at the scene, of other emergency vehicles in motion in your area and prepares you for your arrival. Commonsense is always an asset in police work. The three commonsense items for proceeding to the scene are: Know your area, Be alert, and Think safety.

Know your area. The best way to save time is for the patrolman to have a thorough knowledge of the streets, passageway and alleys of his area. Be familiar with the intersections, know which roads are dead-ends or are being repaired. Pick the quickest and the least congested route available.

Be alert. Try not to think of what is to come in the few minutes before you arrive. Don't flood your mind with useless thoughts. Keep your mind on the traffic and your vehicle on the road. Be alert for drivers who are not aware of your presence or are aware of you and have panicked. Your first duty is to remain calm and arrive at your destination.

Think safety. Responding to an emergency does not give you a "license" to drive recklessly. you must respond within the limits of Codes 2 and 3. The desk sergeant will assign the code and it should be followed unless a situation develops that will change your response time. Codes are used in emergencies to get you to the scene as quickly as possible. However, it is better to arrive a few minutes late, than not to arrive at all. Remember a light or siren requests the right of way; it does not guarantee it. Slow down before driving through an intersection to make sure you are seen. It is not unusual for emergency vehicles (fire trucks, ambulances, and police cars) to collide enroute or at the scene of the accident. Because, they all knew they had the right of way and "thought" the other would stop. Know your area, be alert to changing situations, and think safety or you may be reporting another accident — yours.

ARRIVAL AT THE SCENE. As you approach the scene, take a quick overview of the area. Is anyone driving away or walking from the scene? Keep a mental description of the vehicle or person for future reference. Get a look at the license plate of the vehicle. Call for a backup and request a search but do not chase them yourself. Your responsibility is the scene.

While taking an overview of the scene, look for a place to park. The patrol vehicle should be parked as close to the accident as possible in order to maintain radio communications, but not so close to the scene that the vehicle will interfere with the investigation. Select an area that will not create a traffic hazard. Give consideration to where other emergency vehicles will park. Make sufficient room for these vehicles and personnel to perform their duties. In some situations it may be necessary to position your vehicle as a road block. In this case, oncoming traffic must be stopped or diverted in another direction.

It is extremely important that vehicles permitted near the scene do not damage or destroy evidence. For example, an emergency vehicle skidding to a stop may damage skidmarks left by the vehicles involved in the accident. Bits of glass, or other vehicle debris that is run over could be destroyed or moved from their original position. If extra lighting is not available, position the emergency vehicles to illuminate the scene. However, position those vehicles to insure that the headlights do not blind oncoming traffic. At all times, vehicle emergency lights should be kept on as a warning to approaching traffic.

KEEPING THE ACCIDENT FROM GETTING WORSE. Keeping the accident from getting worse includes: caring for the injured, traffic and crowd control, fire prevention and control, theft prevention, and moving damaged vehicles.

Although each of these actions is important, the manner in which they are accomplished depends largely on the type of accident, number of people involved, amount of property damage sustained, number of individuals injured, weather, traffic and road conditions, and the experience of the patrolman investigating the accident. For example, your first responsibility at the scene of an accident is usually the immediate safety of injured persons. However, traffic control may be the first action to be performed if an injured person is lying in the middle of the street, or if weather conditions are such that ignoring traffic controls would create additional accidents and injuries. Conversely, fire prevention may be your immediate concern if the vehicle is burning or is about to burn, and it is impossible to remove the occupants. While such measures rarely affect the investigation, they do fulfill a basic responsibility—the protection of life and property, and the prevention of further injury and damage. These actions and how they relate to traffic accident investigations are a major portion of this lesson. The order of their appearance has no bearing on their importance in relationship to each other. What determines their importance is the scene situation and the experience of the patrolman conducting the investigation.

Caring for the Injured. This course is not designed to give you training in first aid. It is designed to give a basic understanding of the patrolman's first aid responsibility. To become proficient in first aid you can seek professional training from qualified medical personnel. Civilian and military courses are available to you.

When is a victim of a traffic accident considered injured? As a guide to what constitutes an "injury accident" the Air Force uses the "Uniform Definition of Motor Accidents" by the U.S. Public Health Service. This definition states that a motor vehicle accident (MVA) injury is any nonfatal bodily harm received in a MVA which can be included in any of the following groups:

A bleeding wound, distorted member, or any condition that requires the victim to be carried from the scene of the accident.

Visible injuries such as bruises, abrasions, swelling, limping, or other painful movement.

Complaints of pain without visible signs of injury or unconsciousness.

Treat all accidents as an "injury accident," until you are sure there are no injuries.

It is not easy to determine injuries at an accident scene. Following an accident, people have been known to walk around with broken legs, showing no apparent difficulty. Internal injuries and head injuries are not always immediately noticeable and it takes an experienced patrolman to spot a victim in shock. Whenever the impact of an accident is severe enough to indicate that injuries are likely, always assume that they have occurred. Talk to every occupant of each vehicle involved and examine them for broken bones, swelling or bleeding. Immediate first aid must always be given to victims in cases where nonbreathing or excessive bleeding is present. Always search the scene for injured persons. Refer to Chapter 1 for the four life saving steps.

Traffic and Crowd Control. People and vehicles at the scene have a tendency to congregate and block the roadway and to make the scene more confusing. People have a tendency to become emotionally involved in the accident; this either complicates the accident or causes another accident. When needed, radio for additional patrolmen to control crowds and traffic. Place warning signs away from the accident to give oncoming drivers adequate time to slow or divert to another roadway.

Fire Prevention and Control. Be aware of the possibility of fire that may be caused by gasoline or live electrical wires. Trucks carrying dangerous cargo such as aircraft fuel or explosives, fallen electric power lines, fuel spillage from damaged vehicles are constant threats. Insure that the vehicle ignition switch of all involved vehicles are off. When a fire is in progress take action to extinguish it and to get victims and spectators away from danger. Request the aid of the fire department if a fire is in progress. If you extinguish the flames have the desk sergeant advise the fire department of the situation. The fire department may want to respond to the situation even if the fire is extinguished. A fireman's job involves analysis of what caused the fire and recording these findings for statistics and future reference as well as extinguishing the fire.

Theft Prevention. Protection of property is a Security Police responsibility. A person who removes private or government property from the scene of an accident is not only committing a theft but is also removing essential evidence. A theft may occur anytime an item is left insecure. However, the chances of theft in hours of darkness are higher. Conditions that increase the probability of theft include insecure or unattended vehicles or badly damaged vehicles that cannot be secured as in the case of broken windows or torn doors, etc. Large gatherings of uncontrolled spectators, valuable items that are scattered, unconscious persons left unattended, insufficient security policemen, or chaos and confusion also increase the possiblity of theft. When possible, individual owners should secure their personal property. When government property is involved the individual who is accountable for the property at that time should protect it.

In situations where injuries or death are involved, it may become necessary for you to secure personal property. This may be accomplished by securing the items in the vehicle and guarding the scene, or having the vehicle transported to another location. When you assume the responsibility of protecting someone else's property and remove it from their custody, you must note the condition of the property, its description and quantity, and account for it while it is in your possession. An AF Form 52, Evidental or Acquired Property Record, is completed for this purpose. A copy of AF Form 52 is given to the person concerned, if possible. If not, the copy is given to a close relative or to the individual's first sergeant or commander.

Moving Damaged Vehicles.. A Vehicle or object should not be moved from their original position until those positions are marked and recorded. However, if a vehicle is a serious menace to approaching traffic or if a life is at stake, the vehicle should be moved as soon as possible. Prior to moving the vehicle, mark the outline of the tire positions. If the drivers cannot remove the vehicles, take the action necessary to move the vehicles. The action necessary will be defined by local procedures.

OBTAINING THE FACTS. Facts are obtained by interviewing and evaluating individual statements, observing vehicle damage and position of vehicles involved in the accident, and road markings. Evidence is gathered, markings are measured, and all important information is recorded. Obtaining facts for a traffic accident is best accomplished by use of a checklist, forms, and taking complete notes.

Take care in obtaining "facts." Verify statements to determine fact from fiction. Drivers and injured persons are often dazed, shocked, or emotionally upset. Witnesses are frequently unreliable in their observation and reporting. However, principals and witnesses often provide the direct clues from which to begin the reconstruction of the accident and search for other evidence. Witnesses, especially impartial ones, are particularly important if a trial or hearing results.

Interviewing Principals. In police investigations, a principal is one who aids, abets, solicits or commits an offense. However, in traffic accident investigation, a principal is anyone directly involved in an accident. That is, a person operating an involved vehicle or a pedestrian struck by an auto. Principals should be sought out as soon as possible. Observe his physical condition; looking for injuries, physical defects, signs of illness, fatigue, or intoxication. Note the principal's emotional condition, remembering that errors or conflicts in statements are often due to injury, shock, or emotional upset. Identify yourself and ask for the principal's identification. A driver's license will furnish reasonable proof of identity, but a second means of identification is always asked for. If the individual is military, examine the appropriate Armed Forces Identification Card. If civilian, examine his driver's license, a credit card (preferably one with a photo), or if appropriate, his AF Form 355 (Civilian Government I.D. card) or military dependent (DD Form 1173, Dependent's I.D. card). Restrictions of the license should be noted and recorded on your report. Don't accept identification enclosed in a billfold or purse. Retain both documents until you no longer need the presence of the principals. Retaining both documents in your possession will insure that the principals will remain on the scene. If they do depart, their credentials expedites locating them for further questioning.

Principals are questioned separately to enable each to tell their story independently. This procedure prevents arguments or fights between principals and eliminates the possibility of collusion. Questioning principals and taking statements should be done in a direct and polite manner. A principal should not be read the provisions of Article 31 or the Fifth Amendment or be treated as a criminal suspect unless you have probable cause suspecting them of an offense. Statements can not be demanded under any circumstances. Emphasis should be placed on details relative to estimated speed of vehicles, names and positions of occupants, evasive actions, and other data considered important.

Interviewing Witnesses. Witnesses are more difficult to locate than principals, however, you can identify them by close observation. Never demand that witnesses come forward, a request is more effective. They must be handled carefully and treated patiently, or they will not cooperate. Bystanders who had nothing to do with the accident are usually the best witnesses. By circulating quietly (while performing other tasks) you can observe those who talk or behave as though they saw the accident occur. Do not ignore or overlook children. When contacting witnesses the direct approach is better than an indirect approach. "Please tell me what you saw" is better than "Did you see anything?." Write down the license number of a vehicle leaving the scene, and by process of elimination, attempt to locate the first individuals at the scene.

As with principals, written statements are preferred, but should not be demanded. If a witness gives an oral statement, but refuses to write a statement, you can enter a summary of the statement in the report. If possible, have another security policeman present who can verify that the statement was made. Reliable and pertinent information is necessary; therefore, it is important to cross-check all statements for prejudices, falsehoods, or honest errors. Comparing one statement against another reveals discrepancies. Minor discrepancies are to be expected and are not to be considered important. When serious discrepancies exist, cross check those statements taken with existing physical evidence. If a question still remains, confront the persons who made the statements and try to eliminate the friction. Statements may also be required of persons not present at the scene. For example, additional information may be required of a doctor, a hospital laboratory, or of private residents in the area of the accident.

Gathering Physical Evidence. Physical evidence is more reliable than statements, in most cases, and it tends to be accepted in court without objection. However, physical evidence can be misleading or mishandled and be rendered useless as evidence. The mechanical condition and physical condition of the vehicles involved should always be noted. Driver condition and attitude should be established and the weather and road conditions should be determined to discover causes and contributing factors. Vehicle and driver condition, weather and road condition, and skidmarks will be discussed separately.

Vehicle and Driver Condition. Driver condition and attitude has been discussed in "interviewing principals." Remember to check for injuries, intoxication of alcohol or drugs, disease, or mental stress. Mental stress could be shock from the accident or could have been present prior to the accident.

The condition of the vehicles involved may provide clues as to the cause of the accident, and will verify statements made by drivers blaming the accident on vehicle failure. The mechanical condition of the vehicle includes such items as brakes, lights, tires, and steering which should be initially checked by the on-the-scene patrolman. If needed, a further inspection should be made by a qualified mechanic. Examining the extent of damage sustained by the vehicles assists in determining the exact position of each vehicle in relationship to the other at the possible point of impact. Skidmarks and debris also assist in confirming your findings. The following table represents some examples of what vehicle conditions tell you about an accident.

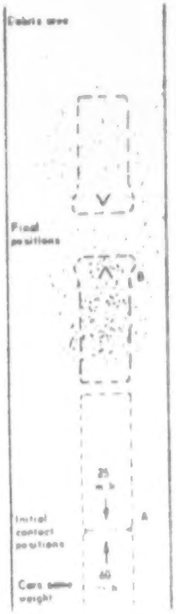
Figure 22

WHAT THE VEHICLE SHOWS ABOUT AN ACCIDENT

Part of Vehicle Damaged	What to Look For
Tires	If blowout is suspected as cause of accident check for rim rubbing or chewing, tearing loose of cords, badly torn or shredded inner tube, sidewall cracks, and flat tire marks before point of impact. Check tread wear when inadequate stopping distance is indicated.
Brakes	Brake fluid, hydraulic tubing, brake pedal, brake drums, and brake bands.
Headlights	Check switch position, and determine if lamp is hot or broken.

Tail lights, slow signal light and turn indicator signals	Switch position. Check switch or brake to see whether light still works.
Windshield and windows	Look for preaccident cracks, broken, or missing glass. Visibility obscured by dirt, stickers, mud, frost, condensation. Blurred sections may be evident in cold, wet, or foggy weather.
Wipers.	If they work, position of switch, and condition of blades.
Body, bumpers, fenders, side panels, doors, grill work, trunk lid, and glass.	Direction of force, degree of overlap of colliding vehicles, extent of maximum engagement, distortion and collapse of parts to find out which way they were bent or pushed, paint from other objects, rubber rubbed from tires of other vehicles, prints of bumpers, bumper guards, headlights, door handles, and poles or trees. In pedestrian accidents, examine surfaces for cloth imprints, buttons, scratches, hair or skin.
Interior, doors, hinges, steering wheel, dash board, and front seat.	Examine shatter pattern of glass, breakdown of seat backs, outward bulges on doors, dents in dash and breakdown of steering wheel. Damage caused by occupants, freight, the direction from which the collision forces came and something of their severity.

Figure 22—Continued



Debris and Possible Point of Impact. Debris are broken or dislodged parts from vehicles, and may be found in a fairly concentrated area near the Possible Point of Impact. Oil or water puddles, bits of metal, glass, dirt from the undercarriage and contents of a vehicle scattered over the scene are classified as debris and must be carefully examined, positions marked and recorded. In accidents involving injury or death, you must mark the location and position of the body on the pavement prior to being moved. Locating debris will assist you to locate the point of impact. However, this point is not necessarily the place where concentration of debris is heaviest. Forward motion of the vehicles and the force of impact, or the action of traffic often scatters debris considerably. The actual position of debris depends on the speed of travel of the vehicles involved in the accident. See Figure 22.

As the investigating patrolman, it is your responsibility to determine the sequence of events of the accident. This is partly done by a search for evidence to assist you in determining how and why the accident occurred. Trace the path of the vehicle and examine the sides of the roadway for debris. How wide of an area you check depends upon the accident. If high speeds are involved, the search may extend for several yards. Also, the absence of debris when compared to the damage of the car can be a clue. Is this damage from a prior accident that contributed to the current accident. Is this a staged accident for insurance purposes. Debris is important.

Weather and Road Conditions. Driver ability varies from climate to climate and between rural and urban areas. For example, a driver from a semitropical area will not know how to handle a snowbound street but he will be used to illusions created by the sun. Rain, sleet, snow and fog effect road surfaces and visibility. Is day or night driving easier? Note the time of day and the weather; if you wait until later, the shadows will be different and the weather could change.

Note the road surface and any possible obstructions in the area of the accident. Bushes, trees, parked cars and faulty equipment (streetlights, traffic signals, railroad crossings) could have an influence over driver reaction. These things also may not be there to check tomorrow. Other examples are:

a. Extremely hot or humid days create illusions for the driver.

b. A bright sun causes glare or temporary blind spots.

c. Temperature changes cause road surfaces to expand and contract.

d. Shadows of buildings or trees change the appearance of curves and distort distances.

e. Unlighted passageways hide actual conditions ahead.

f. Bright lights from oncoming traffic distorts appearance and temporarily blinds drivers.

Skidmarks, Scuffs and Gouges. Skidmarks and scuffs are impressions left on the road surface by the tires. It is impossible to say that there is a standard skidmark. The road surface and the condition of the tire will set the standard for you. If you are confused about a road surface on your base, consult the ground safety office on your base. Ground Safety is responsible for maintaining a list of road and flightline surfaces and a table of coefficients (see Attachment A-2, Glossary). Also, Ground Safety handles the test skids to determine approximate speed of vehicle and aircraft prior to impact if on a road or runway. Do Not use a Security Police vehicle for a test skid. Approximate speed will be covered later in this section.

Scratches and gouges are left on the road surface by debris or by the hard surfaces on the vehicles. Skidmarks, scuffs, scratches and gouges will be examined and defined in this section.

SKIDMARKS. Skidmarks are produced on the roadway when the brakes are applied and the wheels of the vehicle cease to rotate while the vehicle continues to move. When brakes are applied on a forward moving vehicle, the weight shifts from the rear of the vehicle to the front of the vehicle tilting the body forward. See Figure 23.

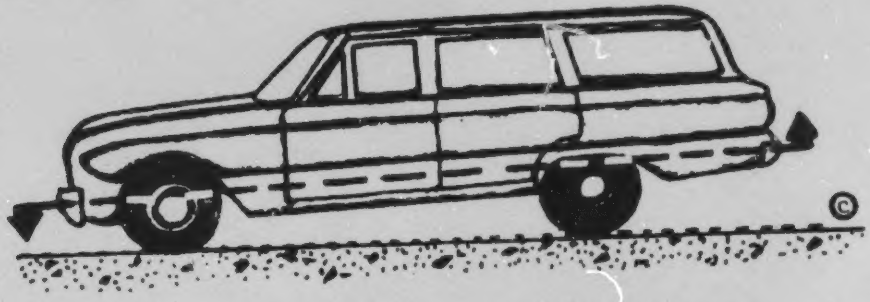


Figure 23. Showing Vehicle with Shifting Weight Mass

When the wheels are locked in place and the vehicle begins to skid, the front and rear tires change their original shape. This is caused by the shift of weight mass. Figures 24 and 25 illustrate the physical appearance of the tires.

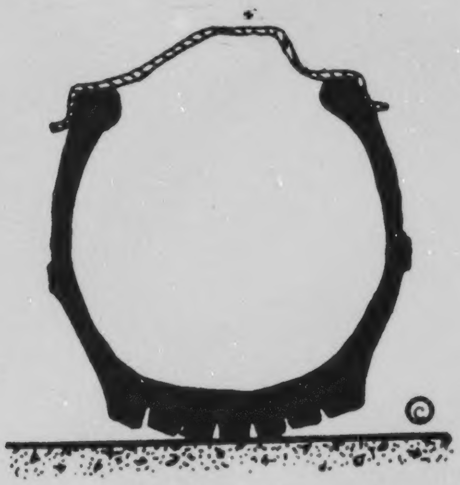


Figure 24. Rear Tire View

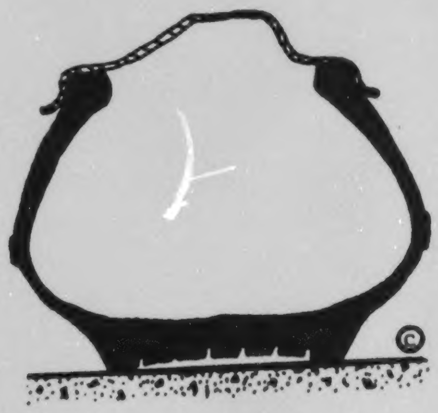


Figure 25. Front Tire View

Skidmarks left on the road surface can be related to fingerprints left on an object by an individual. Each tire will leave its own identifying mark. Skidmarks left by the front tires can easily be distinguished from skidmarks left by the rear tires. Figures 26 and 27 illustrate the physical appearance of rear and front tire skidmarks caused by the tire conditions shown in Figures 24 and 25.

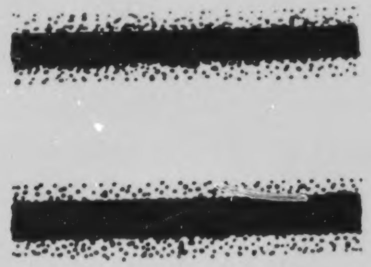


Figure 26. Rear Tire Skidmark

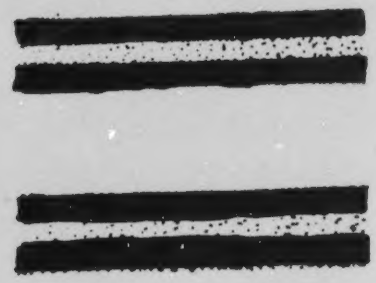


Figure 27. Front Tire Skidmark

The physical appearance of skidmarks left on the road is dependent on the actual condition of the tire. For example, a new tire will leave a clear and distinct skidmark while a worn tire will leave a smudged or blurred skidmark. However, all skidmarks have two basic characteristics. The beginning of each skidmark can be identified by a light shaded area known as decelerating scuffs. The end of the skidmark can be identified by the gradual darkening of the scuff marks into a solid dark pattern. Decelerating scuffs indicate when the driver first applied the brakes, and the solid black pattern indicates when the brakes actually locked the wheels into position causing the vehicle to start to skid. See Figure 28.

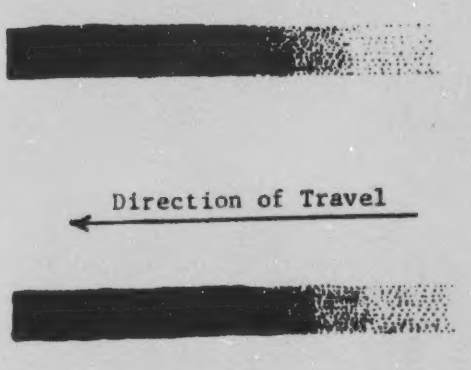


Figure 28. Skidmark Including Decelerating Scuff and Solid Black Pattern

Skidmarks appear in a variety of patterns. The following figures with accompanying narratives are some examples of skidmarks found at a traffic accident.

Figure 29 illustrates a skidmark pattern caused by a straight stop. This usually occurs when the vehicle is balanced, all brakes are operative and synchronized and the driver does not veer his direction of travel.

Figure 30 illustrates a skidmark pattern caused by a straight stop with the vehicle "fish-tailing." This usually occurs with light weighted vehicles such as pick-up trucks or compact cars.

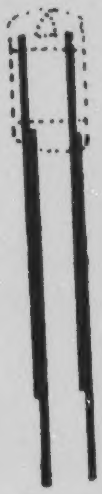


Figure 29

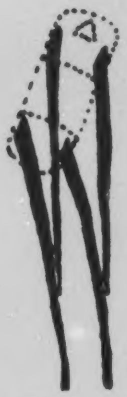


Figure 30

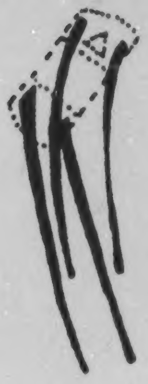


Figure 31.

Figure 31 illustrates a side stop skidmark caused by a light weight vehicle (compact or pickup) "fish-tailing," but travelling at a higher rate of speed than as explained in a *straight stop* skidmark in Figure 30.

Figure 32 illustrates a side stop skidmark. This usually occurs with any type vehicle and indicates the front wheels were turned sharply to the right, probably to avoid collision.

Figure 33 illustrates skidmarks left by a vehicle which has made one complete spin in which the driver has lost control of his vehicle. This condition is determined by the speed of the vehicle and the type of road surface.

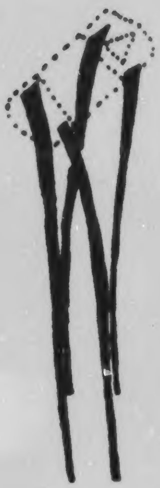


Figure 32.

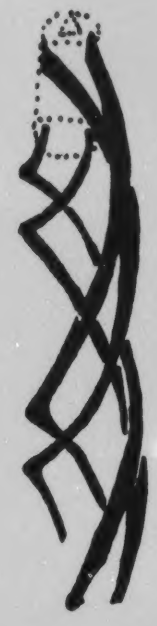


Figure 33.

Figure 34 illustrates skidmarks made by a vehicle in a half spin caused by a driver losing control of his vehicle. This condition is also determined by the speed of the vehicle and the type of road surface.

Figure 35 illustrates a side stop skidmark made by a tractor-trailer. This usually occurs when the tractor brakes and the trailer brakes are synchronized. The trailer continues to slide after the tractor has stopped.

The preceding figures on skidmarks do not include all types of skidmarks, but they do present a sampling of the skidmarks found in most traffic accidents. Additionally, all the skidmarks shown indicate that once the brakes were applied, all wheels locked in position and the brakes were not released.

When brakes are released, gaps will appear in skidmarks. Gaps are identified as a space in excess of 10 feet in length between the skidmarks. Each section of skidmarks containing gaps will have a light shaded beginning (Decelerating scuff).

In addition to gaps, skips may also appear in a skidmark. A skip is an area along the skid which does not produce a mark. It usually does not exceed 3 feet in length and is caused by the locked wheels losing contact with the pavement. This will occur on an uneven road surface which contains holes, ripples or bumps. Skips can easily be identified by the sharp ending of the solid black smooth pattern which indicates where the tire left the pavement. The beginning of the next solid black smooth pattern indicates where the tire resumed contact with the pavement. Figure 36 illustrates skidmarks containing gaps and skips.

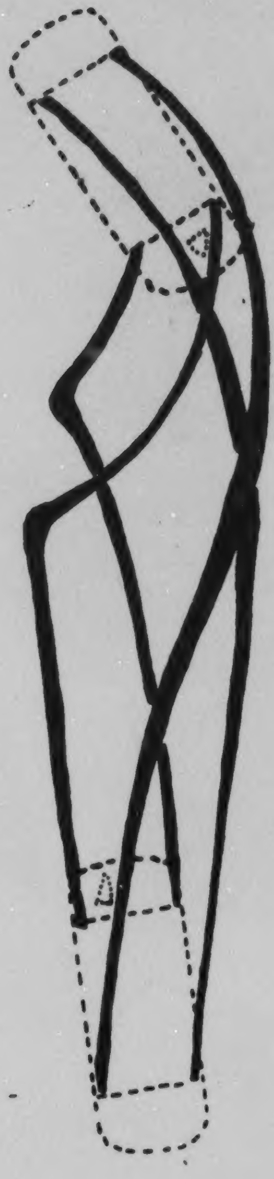


Figure 34

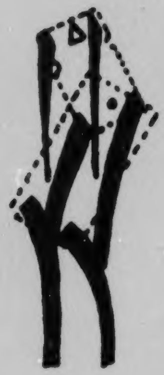


Figure 35

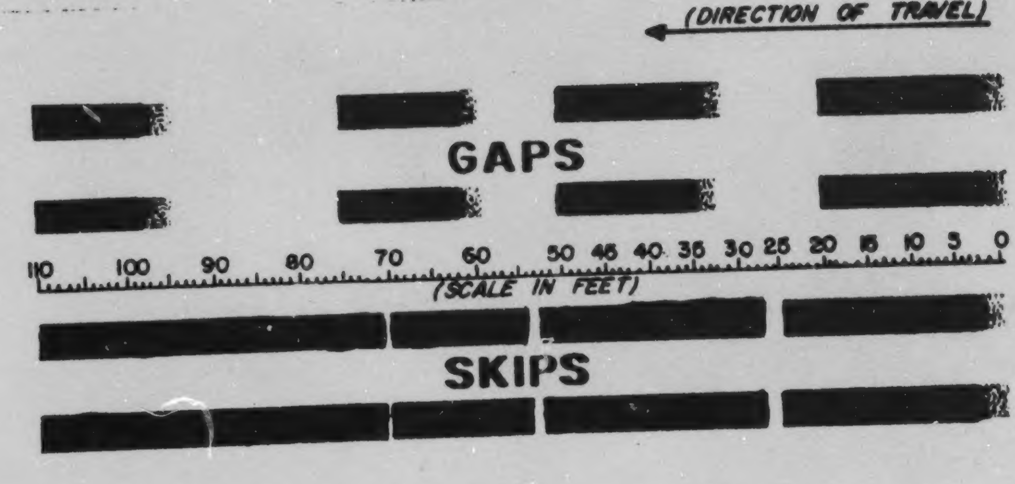


Figure 36. Skidmarks Showing Gaps and Skips

When present, skidmarks always show the direction of travel of the vehicle and the position the vehicle was in when skidding. Measuring skids assists in:

a. Determining who is at fault.

b. Reconstructing the accident.

c. Estimating the minimum speed of the vehicles.

When measuring a skidmark, use an accurate measurement device. The device used depends upon the base. If you discover that one or more of the vehicles involved were driving in the wrong direction or wrong side of the street, measure the skidmarks and triangulate them to permanent objects (curbs, poles) to fix the exact location of the vehicle while skidding for future reference. In measuring the skidmarks, measure the length of each wheel's skidmark. Start measuring the distance between the decelerating scuffs to the end of the solid black pattern. See Figure 37.

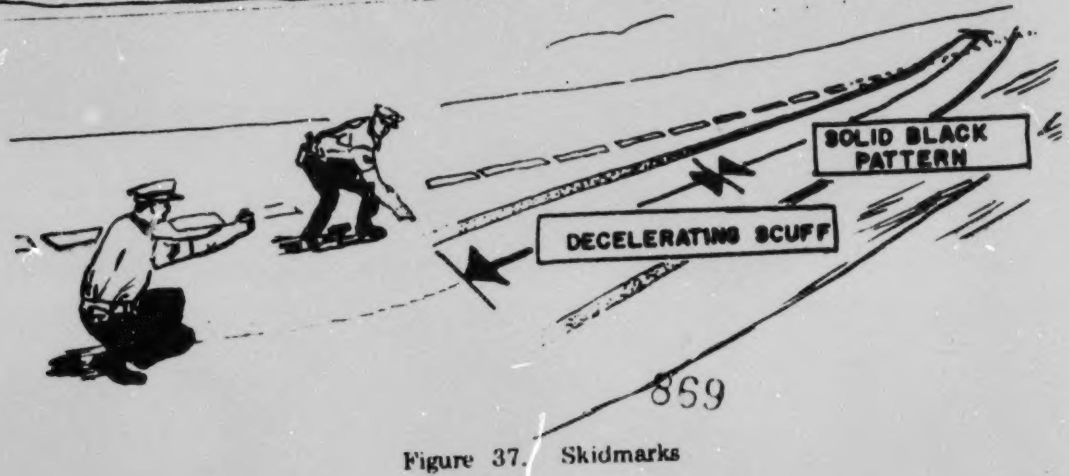


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Figure 37. Skidmarks

Measuring straight solid skidmarks and skidmarks with skips in them presents no problem. The brakes are locked for the total distance and are measured from the decelerating scuff to the end of the solid black pattern. Do not measure skips separately. However, do measure gaps separately. The entire distance of the skidmark with all gaps included will be measured and recorded. That measurement cannot be used to estimate speed. Then, measure each section of skidmark and each gap within the skidmark separately. The distances minus the length of the gaps can be used for speed estimates. See Figure 38.

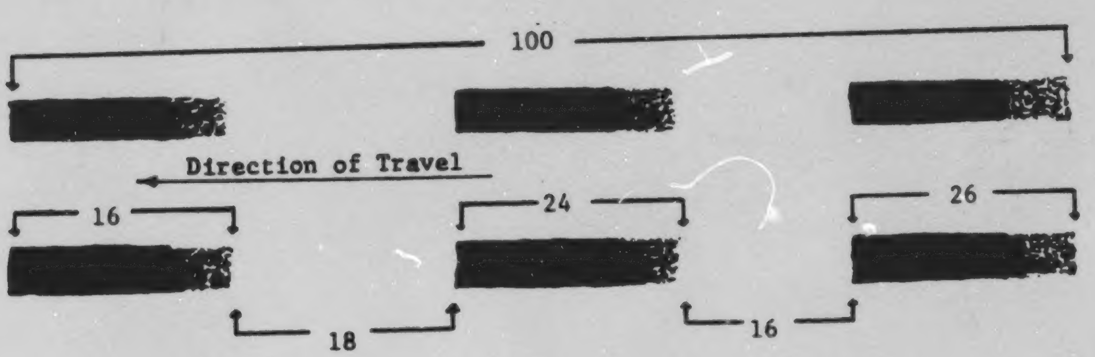

Figure 38. Measurements of Entire Skidmarks and Gaps

The minimum speed of a vehicle can be determined by the length of a skid left on the road surface. To make a legal estimate of a vehicle's minimum speed, skidmarks must be produced by all four tires, be solid, clear and contain no gaps. Skips can be included in estimating speed. The two recommended speed estimates are Nomograph and Test Skids.

a. *Test Skids*. A test skid can be used with or without a nomograph. When safe, drive a test vehicle at the speed limit and lock the brakes at the same point the involved vehicle did. Measure the mark. If your skid is less than the involved vehicle's skid, the driver was speeding. To determine an approximate speed of the involved vehicle, several skid tests can be made. Example, make one skid at 20 mph, one at 30 mph, etc., until your skid matches the involved vehicle's. Test skids take time and effort. Nomograph is quick, safe, and easier, but is not as legally valid.

b. *Nomograph*. Many law enforcement agencies have developed conversion charts (nomographs), for the purpose of estimating the minimum speed of the vehicle based upon the length of skidmarks. Nomograph readings vary depending upon road and tire condition. Nomograph readings are considered estimates because of these conditions and patrolman error. A nomograph, such as the one illustrated in Figures 39 and 40, includes columns representing distance (in feet) or skidmarks, miles per hour (MPH), and the types of road surfaces (coefficients).

NOTE: Figures 39 and 40 are not used on the job as authorized guidance in conducting an investigation. They are designed for training purposes only. Your assigned squadron may request up-to-date charts for their area by contacting the state police headquarters within the state or through writing to the National Safety Council, Washington, D.C.

The nomograph is used to estimate the minimum speed of a vehicle by taking a skidmark measurement (in feet) and computing it to the type of road surface. This is done by placing an I.D. card or straight edge connecting the distance (feet) with the road surface (coefficients). Where the straight edge intersects the center column, the number will be the minimum speed the vehicle was traveling. For example, Figure 39 indicates that 65 feet of skidmarks on a new dry concrete roadway reflect the minimum speed of travel to be 40 mph. If 30 feet of skidmarks are present on a wet, loose-gravel road surface, the estimated speed of travel would be 20 mph. See Figure 39.

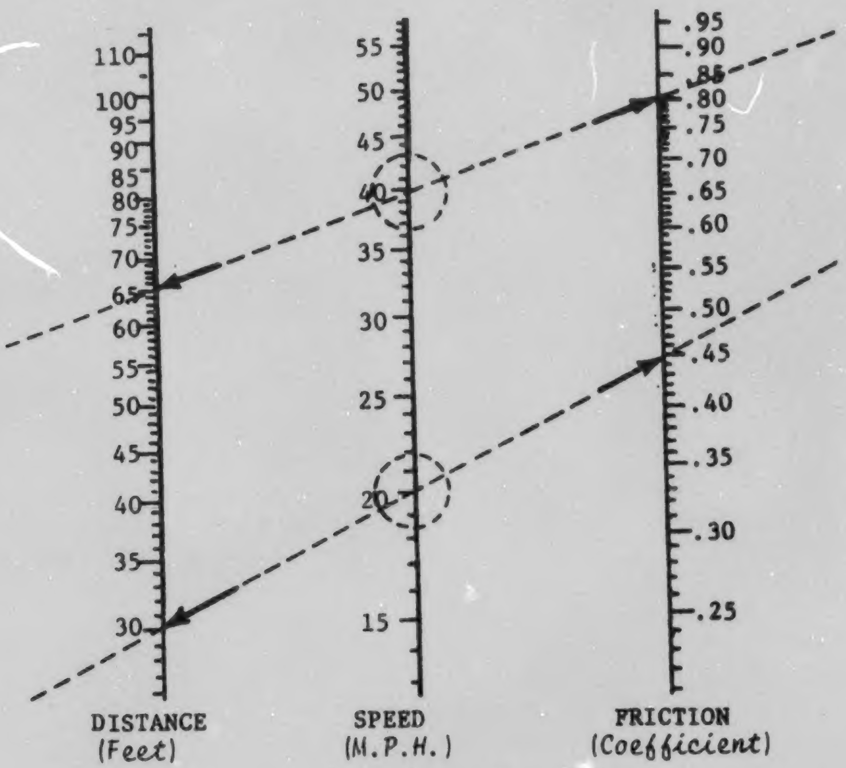

Figure 39

The road surface will also show scuffmarks, scratches, gouges, and other marks. These marks could be a result of this accident or of normal road use. For you to be accurate and complete you must be able to distinguish between excess marks and the actual usable skidmarks needed to investigate your assigned accident.

a. *Scuffmarks.* Scuffmarks are tire impressions left on the road surface by the wheels still in motion. They are classified as side scuffs, accelerating scuffs, and flat tire scuffs. These scuffmarks aid in determining the direction of travel and the position of the vehicle prior to impact, but cannot be used to measure minimum speed. Scuffmarks are marked, measured and recorded in the same manner as skidmarks.

b. *Side Scuffs.* These marks are left on the road by sliding or rolling tires slipping sideways when a vehicle is rounding a curve at excessive speeds. See Figure 40.

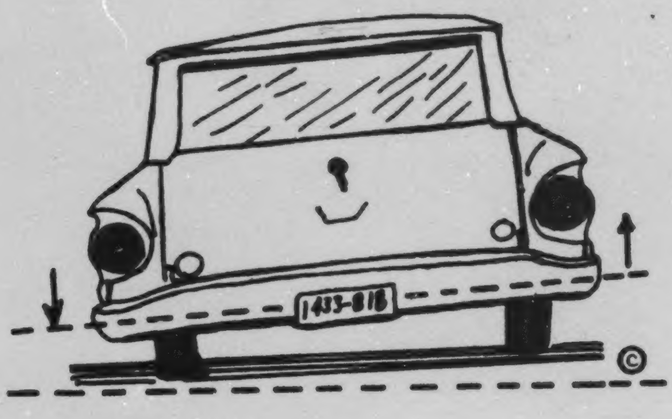

Figure 40. Side Scuff

The straight dark line of the scuffmark will always be toward the side in which the vehicle is leaning. Figures 41 and 42 illustrate the physical appearance of the tire and the skid.

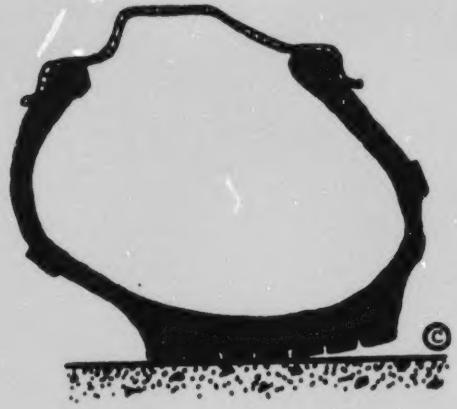

Figure 41.

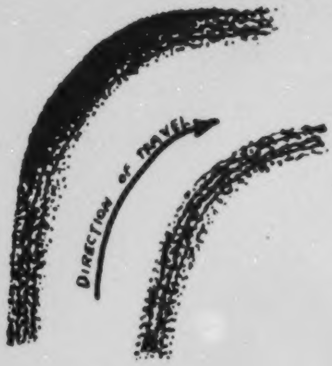

Figure 42.

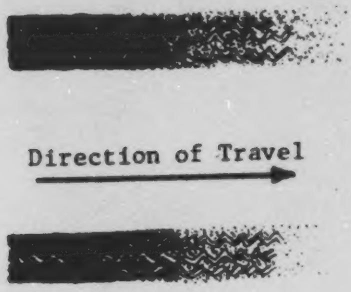

Figure 43.

c. *Accelerating Scuffs.* These are marks left on the road surface by wheels spinning as a result of flooring the accelerator. The impression will leave a complete imprint of the tire and its grooves. The beginning of the scuff-mark will be dark and gradually fade as the wheels take hold of the surface. See Figure 43.

d. *Flat Tire Scuffs.* These are marks produced by rubber residue and/or scraps of tire peeling left on the pavement by the edges of an overheated flat tire. These marks may appear on the road surface before, during or after the collision. The location of these marks assists in determining three facts:

Flat tire scuffs appearing before a skidmark shows that the probable cause of the accident was a flat tire.

Flat tire scuffs appearing during the skid are contributing factors to the accident.

Flat tire scuffs appearing at or after the possible point of impact indicates the flat tire was caused by the crash.

SCRATCHES AND GOUGES. These marks are left on the road surface by metal parts of the vehicle and may serve as a clue in your investigation. For example, during the actual crash (possible point of impact) metal parts of the vehicle may dig into the road surface and "plow" the pavement. Such signs of evidence determine the direction of travel after the crash. On the other hand, a vehicle riding on the rim of a flat tire may leave scratches in the road surface. This would indicate whether the flat tire occurred before the accident or after the possible point of impact. In addition, scratches on the road may show the mechanical condition of a vehicle before the crash. For example, if a transmission breaks and drags behind the vehicle, it will leave a contact point on the ground and show the path the vehicle traveled after the mishap. If the engine breaks away from the motor mounts and falls free, similar marks will be left on the road surface.

Scratches and gouges must be located, measured and photographed. Foreign material such as glass and broken pieces of metal should be collected and protected as evidence. Measure the marks and collect evidence prior to moving the vehicles to insure that vehicle movement will not destroy evidence.

RECORDING THE FACTS. Every patrolman must document his work. Documents used in traffic accidents are similar to those used in other aspects of police work. What are the forms filled out for accidents? Depending upon the accident:

a. An AF Form 1315, Uniform Police Traffic Collision Report, will be filled out for all Disabling accidents. The object of this report is to record usable information and facts to be used for traffic accident prevention statistics and for future legal liability. Complicated accidents requiring court action may continue for several months. You will need to record all the required facts at the time of the accident to avoid later embarrassment in recalling facts such as, the exact names, statements, locations, distances, damage to the vehicles and conditions.

In addition, you will be required to complete a diagram of the accident scene and compose a narrative. These and the AF Form 1315 will be broken down for explanation in the next chapter.

b. A DD Form 1408 or DD Form 1805 could be filled out if you wish to cite a driver for a traffic violation. This does not have to be done at the scene and can wait for you to analyze the causes.

c. An AF Form 52, Property or Evidence Receipt, is used to secure and safeguard items of personal or legal value.

d. A DD Form 1569, Incident/Complaint Report, is used when an offense is part of or a result of the accident.

e. An AF Form 53, Security Police Desk Blotter, records the Who, What, When, Where of the accident for a serious accident.

f. A DD Form 1920, Alcoholic Influence Report, is used when a driver is suspected of being intoxicated by alcohol, drugs, or a drug substance (paint, glue, etc.).

Just as important as the forms are the field notes you acquire from the accident. Make your notes legible, containing worthwhile information, and do not destroy them after completing your paperwork. Months later, you may need them.

Photography is also a way to record facts. Photographs are more descriptive than words; they record facts sometimes overlooked at the scene. Photos help you remember details and they often prove important points that are open to questions. Photographs taken at the scene of an accident should include as a minimum:

1) The accident scene.

2) The final position of the vehicles.

3) Vehicle damage including prior damage, damage from the accident, and rescue/moving damage.

Photographs will be taken when an accident involves injury or death, extensive vehicle or property damage, when an accident involves government vehicles or property, or when a possible lawsuit against the federal government exists. Have a purpose in mind for each photo taken. For example, if the objective of the photo is an item of evidence, have someone pointing at the item and then take the photograph. Photographs should supplement an accident report but never take the place of the report. Be professional and tactful when securing photographs. Don't ask for a photo of the position of injured or dead bodies without covering the body. "Blood and guts" photos serve no purpose in police reports. Closeups are unnecessary unless it is evidence of vehicle or property damage, obstructions, or skids. Take an overview photo of the scene to get the full scope of the accident. See Figure 44.

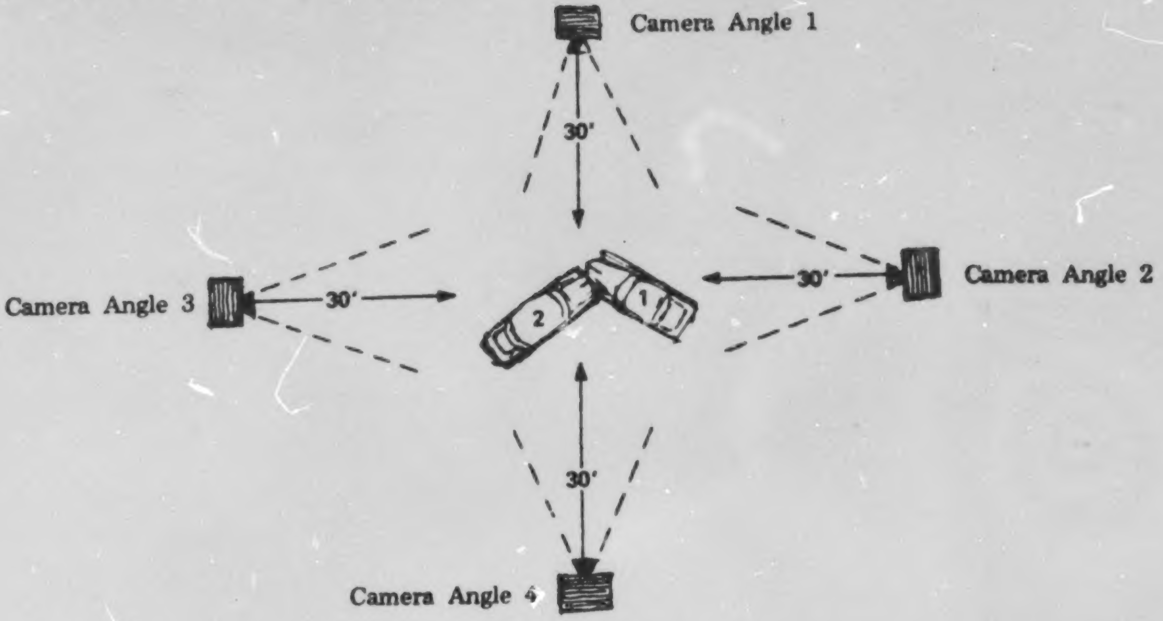

Figure 44.

MEASUREMENT AND FIXED POSITION. Locations of debris and positions of vehicles are very critical when a traffic accident involves serious injuries, death, or becomes a court issue. Their exact locations must be determined and properly recorded so the total accident scene may be reconstructed at a later date if required by the court or when reconstruction of the scene is needed to determine what engineering improvements are required to prevent future accidents from occurring. This reconstruction is only possible when proper measures are taken during the actual investigation of the accident. Although there are several methods used to establish the locations of debris, point of impact, locations and positions of vehicles at the scene of a traffic accident, the method you use depends on your investigating experience. The triangulation method is the simplest of all the methods and the only method explained in this text. This method is used to determine the exact location of movable objects (debris or vehicles) or the point of impact with regard to fixed objects such as utility poles, fire hydrants, traffic signs, buildings, etc.

Triangulation of Debris and Point of Impact. Triangulation involves fixing the exact location or specific point of a movable object by measuring its distance in a straight line to the two nearest identifiable fixed objects to form a triangle. See Figure 45. The purpose of triangulation is reconstruction.

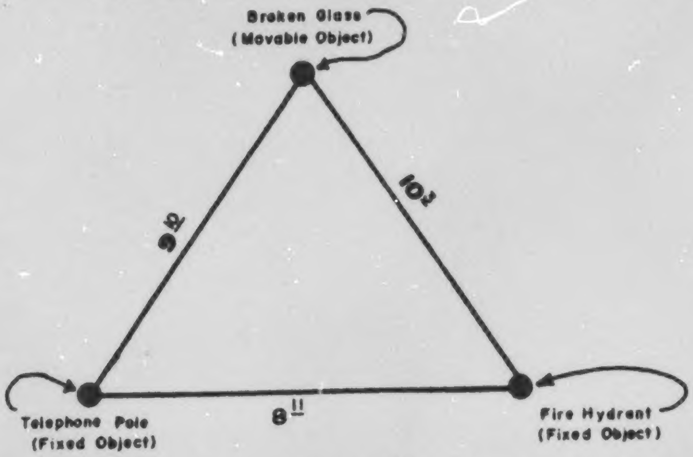

Figure 45.

NOTE: Numbers such as $9^{\underline{10}}$ and $8^{\underline{11}}$ are describing the length in feet and inches. (Example, $10^{\underline{3}}$ is 10 feet and 3 inches.)

NOTE: Avoid using a narrow triangle because it eliminates the possibilities of fixing the exact location of the movable object. See Figures 46 and 47.

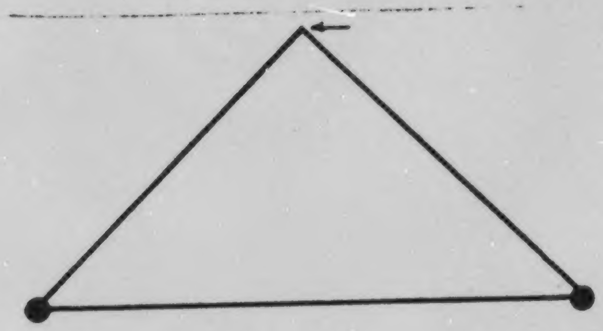

Figure 46. Exact Location of Debris or Movable Object.

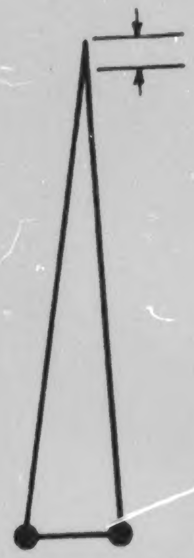

Figure 47. Exact Location of Debris or Movable Object Not Precise.

Triangulation of Vehicle Position. The final position of vehicles involved in a traffic accident must be determined by the same procedures as in triangulation of debris. Fixing the location and position of vehicles requires two separate triangles from two fixed objects, with the distance between the two fixed objects always being the base of your triangle. This process is accomplished in the following sequence:

First measure the distance between the two fixed objects, preferably both fixed objects being on the same side of the vehicle. This distance forms the base of your triangle. See Figure 48.

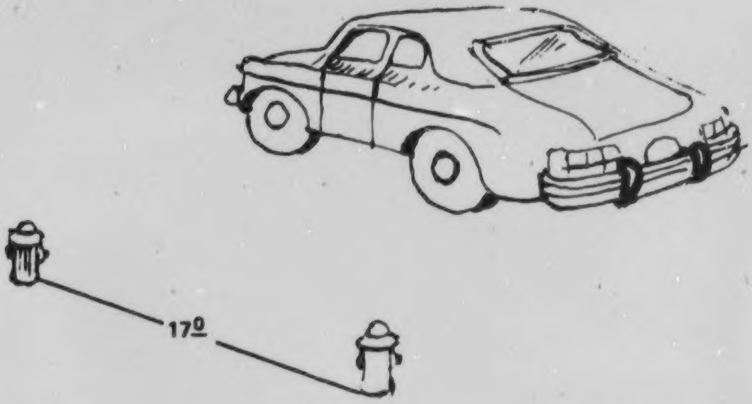

Figure 48.

Second, measure the distance from one fixed object to one of the wheels of the vehicle.

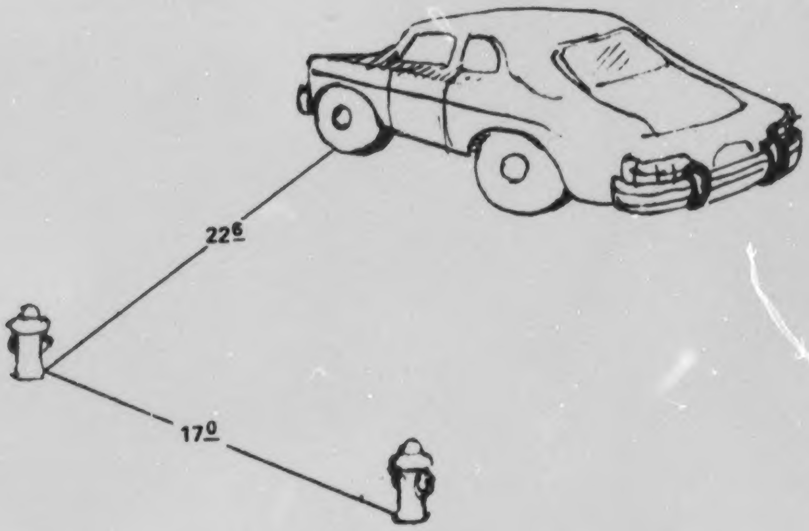

Figure 49.

Third, measure the distance from the same wheel as in step two back to the other fixed object.

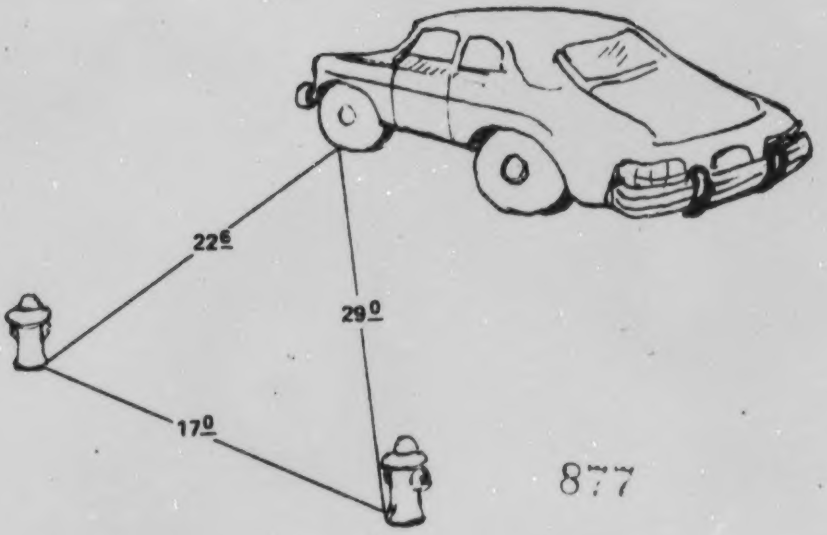

Figure 50.

Fourth, measure the distance from the rear wheel back to one of the two fixed objects.

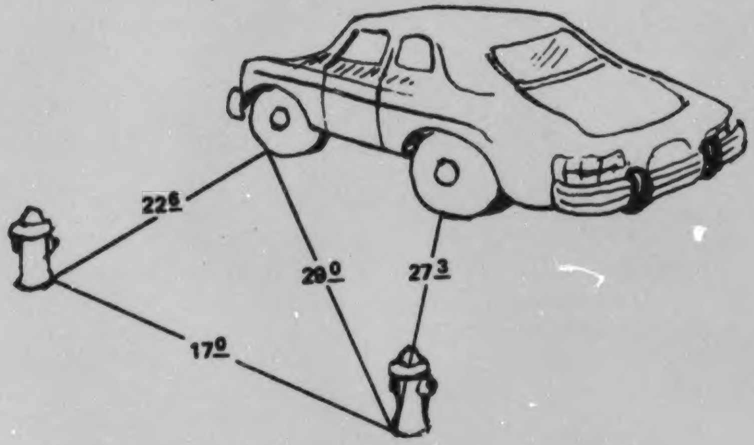

Figure 51.

Fifth, measure the distance from the rear wheel to the other fixed object.

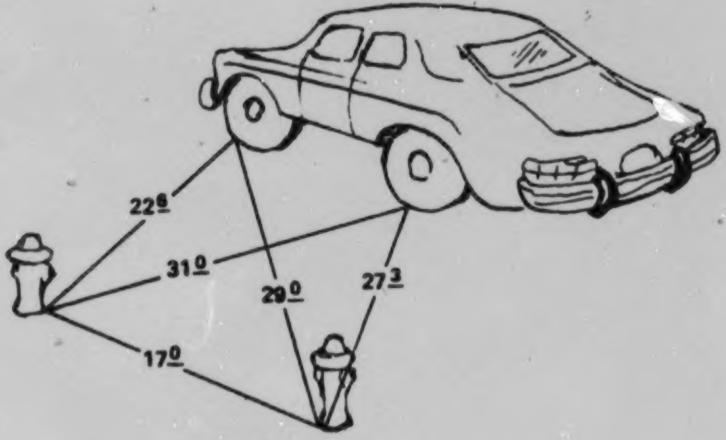

Figure 52.

Once you have learned how to measure skidmarks, triangulate debris and position of vehicles involved in the accident, you will be prepared to complete the rest of the accident investigation. This process is completed to later recall facts, and explain how the accident happened. This information (the triangulation and measurement) gathered on your field sketch will later be transferred to a clear and concise scaled diagram. The diagram is a supplemental attachment to AF Form 1315.

ACCIDENT ANALYSIS. The sixth and final step of accident investigation is accident analysis; figuring out what happened. After all of your collecting of facts and information is complete you must be able to answer how and why this accident happened. Do not make preliminary judgments; this step definitely should be left until last. The object of accident analysis is reconstruction of the accident. Accident reconstruction is a valuable tool in determining the direct causes and contributing factors of the accident. The six steps of accident reconstruction are: establishing the possible point of perception, the point of perception, the point of no escape, the possible point of impact, the point of maximum engagement, and the final resting place. All these points are approximate and not totally accurate.

a. *Possible Point of Perception.* As a vehicle approaches a possible accident situation there is a moment when, if detected by the driver, the accident could be avoided. If visibility is good and the operator is driving defensively, evasive action (braking, swerving) should avoid the collision. Unfortunately, accidents happen in fractions of a second and many drivers do not possess the concentration or skill to realize the danger signs.

b. *Point of Perception.* This is the point where the driver realizes the situation. It is characterized by skidmarks and other signs of evasive action. Also, if the driver or witnesses are available, statements can be helpful.

c. *Point of No Escape.* At this point, the vehicle is committed to its path and can no longer avoid the collision. Like the possible point of perception it is a guess and cannot be used in court as fact; it can be used as professional opinion.

d. *Possible Point of Impact.* This is the place where contact between the involved vehicles occurs. There is very little damage done at this point and it is estimated by debris placement and deviation or termination of the skid.

e. *Point of Maximum Engagement.* This point, directly following the possible point of impact, occurs when gravity forces the vehicles to push together causing the majority of the damage.

f. *Final Resting Place.* This is the point where the vehicle or persons involved come to a complete stop.

The time span from the point of possible perception to the final resting place is a matter of seconds and/or fractions of a second. Oftentimes, the point of perception is also the point of no escape when speaking of time elapsing.

An important term in accident analysis is reconstruction. When there are no witnesses to tell how an accident happened or its statements of principals and witnesses conflict, it is still possible to reconstruct an accident from facts available. Accident reconstruction is a valuable tool used for determining the direct causes of the accident. There are two approaches to the reconstruction of an accident.

Firstly, Reverse Analysis is used when there are not witnesses to an accident and the principals are not available. This approach requires that you reverse the sequence of events of the accident and has three determing factors.

1) Determine the positions of the involved vehicles with respect to one another.

2) Determine the possible locations of the involved vehicles prior to impact.

3) Estimate the minimum speed of the involved vehicles prior to impact. This can be determined by vehicle damage, test skids, and nomograph readings.

Secondly, Situation Analysis is accomplished by assuming certain situations or conditions, then analyzing the behavior of the vehicles. Next, determine if your assumptions are valid when compared with known facts. For example, this approach can be used when statements of two or more witnesses or principals conflict. Each statement is then used as the assumed condition. The condition which most closely parallels the facts when analyzed is then considered the most accurate. You can best use this analysis with scaled mock intersections and models.

NOTE: Whatever your rank, do not be afraid to consult technical experts. Trained mechanics, civilian accident investigators, medical technicians and, of course, your flight chief can be consulted if your experience does not meet the situation.

Followup Actions

Many times you will complete the six steps of accident investigation and find that not all the questions have been answered. Followup can mean hospital trips following the accident or it can mean searching for the facts or persons years after the accident. Examples of followup are:

1) Hit-and-Run accidents.

2) Seeking witnesses or principals who failed to stop and render aid; failure to stop and render aid is a criminal offense.

3) Appearing in court months after the accident, when the case finally comes to trial.

4) Cases involving intoxication demands testing the principal who is suspected.

5) Interviews of principals hospitalized or getting death certification of principals who died en route or later at the hospital.

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SUMMARY

The manner in which you investigate an accident is very important. Most people involved in traffic accidents have had little previous contact with police. The public opinion toward the Security Police Squadron depends upon your attitude and how well you treat the individuals involved. If these people involved can depart the scene with the feeling that they were fortunate that the patrolman was available to assist, you have contributed to yourself and your squadron. Bear in mind that average persons will, in most cases, be nervous. They will be facing the possibility of damage to their health, and/or loss of money and time. As a patrolman you will be able to assist people under extreme stress.

Summary Questions

1. Explain the threefold purpose of traffic accident investigation.

2. What are the two types of accidents?

3. Name and explain the six steps of traffic accident investigation.

4. What is the difference between a skidmark and a scuffmark?

5. What are the two ways to measure minimum speed of vehicles?

6. What forms are used for recording facts?

7. Name the six points used in accident analysis and reconstruction?

Write the answers to no. 1, 3, and 7 on the back of this page.

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USAF Security Police Academy
Lackland Air Force Base, Texas

SG 3ABR81132—IV-5
28 July 1977

TRAFFIC ACCIDENT INVESTIGATION FORMS

OBJECTIVES

Given a traffic accident situation, record all facts required on AF Form 1315, Uniform Police Traffic Collision Report, and attachments, with no more than 20 errors.

INTRODUCTION

This portion of the study guide is designed to provide you with a fundamental understanding of the use and completion of the forms used in traffic accident investigation. Your instructor will explain all matters not covered by the text and answer all related questions you may have. Read this material carefully and complete any additional assignment given by your instructor.

INFORMATION

You should have guessed, by now, that police work is not the glamorous life portrayed on television. It can be exciting and challenging work but it is also a process of action, thought and paperwork. Other forms such as DD Forms 1408, 1569 and 1805; AF Forms 52, 53, 1168, 1169 and 1170 have been previously mentioned and taught throughout this course. AF Form 1315 is the topic of this chapter and will be explained in the following pages.

NOTE: The explanation and procedures used for this form are for training purposes and could vary with the assigned region or base.

AF Form 1315, Uniform Police Traffic Collision Report, was adapted for Air Force use from a form used by the Washington State Highway Patrol. Other United States armed forces have their own forms which are similar to ours but should not be confused with our standards. A detailed explanation of the AF Form 1315 is given to include sample narratives and diagrams.

AF Form 1315, Uniform Police Traffic Collision Report.

See Figures 53 and 54.

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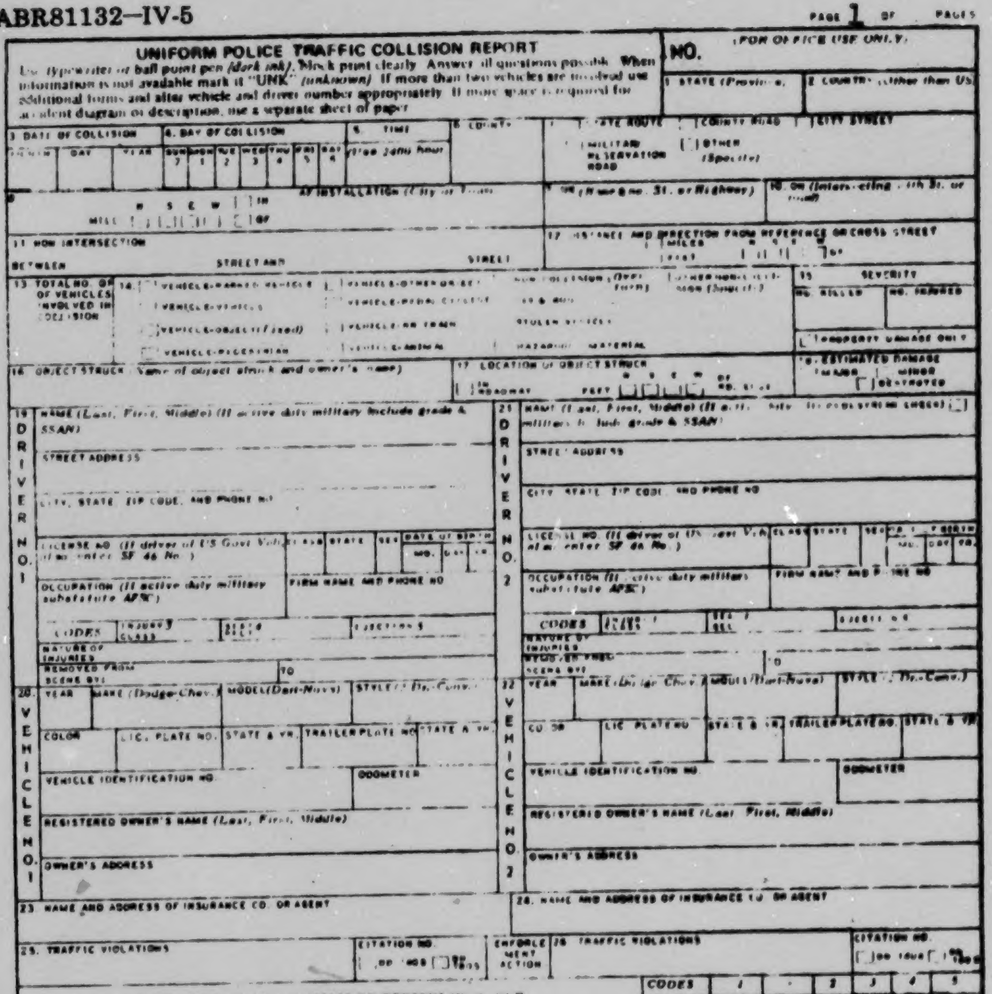

PAGE 1 OF PAGES

UNIFORM POLICE TRAFFIC COLLISION REPORT

Use typewriter or ball point pen *(dark ink)*. Block print clearly. Answer all questions possible. When information is not available mark it "UNK" *(unknown)*. If more than two vehicles are involved use additional forms and alter vehicle and driver number appropriately. If more space is required for accident diagram or description, use a separate sheet of paper.

NO. *(FOR OFFICE USE ONLY)*

1 STATE *(Province)*

2 COUNTRY *(other than US)*

3 DATE OF COLLISION: MONTH, DAY, YEAR

4. DAY OF COLLISION: SUN 7, MON 1, TUE 2, WED 3, THU 4, FRI 5, SAT 6

5 TIME *(Use 24 hour)*

6 COUNTY

7 ☐ STATE ROUTE ☐ COUNTY ROAD ☐ CITY STREET ☐ MILITARY RESERVATION ROAD ☐ OTHER *(Specify)*

8 N S E W ☐ IN ☐ OF; MILE; AF INSTALLATION *(City or Town)*

9 ON *(Name & no. St. or Highway)*

10 ON *(Intersecting with St. or road)*

11 NON INTERSECTION: BETWEEN STREET AND STREET

12 DISTANCE AND DIRECTION FROM REFERENCE OR CROSS STREET: ☐ MILES ☐ FEET N S E W ☐ OF

13 TOTAL NO. OF VEHICLES INVOLVED IN COLLISION

14. ☐ VEHICLE-PARKED VEHICLE ☐ VEHICLE-VEHICLE ☐ VEHICLE-OBJECT *(fixed)* ☐ VEHICLE-PEDESTRIAN ☐ VEHICLE-OTHER OBJECT ☐ VEHICLE-PEDAL CYCLIST ☐ VEHICLE-RR TRAIN ☐ VEHICLE-ANIMAL ☐ NON COLLISION ☐ STOLEN VEHICLE ☐ HAZARDOUS MATERIAL ☐ OTHER NON COLLISION *(Specify)*

15 SEVERITY: NO. KILLED; NO. INJURED; ☐ PROPERTY DAMAGE ONLY

16 OBJECT STRUCK *(Name of object struck and owner's name)*

17 LOCATION OF OBJECT STRUCK: ☐ IN ROADWAY; FEET N S E W OF RD. SIDE

18 ESTIMATED DAMAGE: ☐ MAJOR ☐ MINOR ☐ DESTROYED

19 DRIVER NO. 1

- NAME *(Last, First, Middle) (If active duty military include grade & SSAN)*
- STREET ADDRESS
- CITY, STATE, ZIP CODE, AND PHONE NO
- LICENSE NO *(If driver of US Govt Vehicle also enter SF 46 No.)*; CLASS; STATE; SEX; DATE OF BIRTH: MO. DAY YR.
- OCCUPATION *(If active duty military substitute AFSC)*; FIRM NAME AND PHONE NO
- CODES: INJURY 3 CLASS; BELT 4 USE; EJECTION 5
- NATURE OF INJURIES
- REMOVED FROM SCENE BY; TO

20 VEHICLE NO. 1

- YEAR; MAKE *(Dodge-Chev.)*; MODEL *(Dart-Nova)*; STYLE *(2 Dr.-Conv.)*
- COLOR; LIC. PLATE NO.; STATE & YR.; TRAILER PLATE NO.; STATE & YR.
- VEHICLE IDENTIFICATION NO.; ODOMETER
- REGISTERED OWNER'S NAME *(Last, First, Middle)*
- OWNER'S ADDRESS

21 DRIVER NO. 2

- NAME *(Last, First, Middle) (If active duty military include grade & SSAN)*
- STREET ADDRESS
- CITY, STATE, ZIP CODE, AND PHONE NO
- LICENSE NO. *(If driver of US Govt Vehicle also enter SF 46 No.)*; CLASS; STATE; SEX; DATE OF BIRTH: MO. DAY YR.
- OCCUPATION *(If active duty military substitute AFSC)*; FIRM NAME AND PHONE NO
- CODES: INJURY 3 CLASS; BELT 4 USE; EJECTION 5
- NATURE OF INJURIES
- REMOVED FROM SCENE BY; TO

22 VEHICLE NO. 2

- YEAR; MAKE *(Dodge-Chev.)*; MODEL *(Dart-Nova)*; STYLE *(2 Dr.-Conv.)*
- COLOR; LIC. PLATE NO.; STATE & YR.; TRAILER PLATE NO.; STATE & YR.
- VEHICLE IDENTIFICATION NO.; ODOMETER
- REGISTERED OWNER'S NAME *(Last, First, Middle)*
- OWNER'S ADDRESS

23. NAME AND ADDRESS OF INSURANCE CO. OR AGENT

24. NAME AND ADDRESS OF INSURANCE CO. OR AGENT

25. TRAFFIC VIOLATIONS; CITATION NO.; ☐ NO ☐ YES; ENFORCEMENT ACTION

26 TRAFFIC VIOLATIONS; CITATION NO.; ☐ NO ☐ YES

27 NAME, ADDRESS AND INJURIES OF PERSONS INVOLVED — OCCUPANTS/WITNESSES

CODES: SEX; AGE; 1 STATUS; VEH. NO.; 2 SEAT POSN; 3 INJ. CLASS; 4 BELT USE; 5 EJECT

NAME / ADDRESS / NATURE OF INJURIES / REMOVED FROM SCENE BY / TO (eight entries)

CODES:

- 1 Status: 1. PASSENGER 2. PEDESTRIAN 3. BICYCLIST 4. OTHER 5. WITNESS
- 2 Seat Position: 4 1 / 5 2 / 6 3; 7. OTHER POSITION; 8. POSITION UNKNOWN
- 3 Injury Class: 1. NO INJURY 2. DEAD AT SCENE 3. DEAD ON ARRIVAL 4. DIED IN HOSPITAL; 5. DISABLING INJURY 6. NON-DISABLING (evident) INJURY 7. POSSIBLE INJURY
- 4 Seat Belt: 1. NOT INSTALLED 2. NOT IN USE 3. USED 4. UNKNOWN
- 5 Ejection: 1. NOT EJECTED 2. TOTALLY EJECTED 3. PARTIALLY EJECTED 4. UNKNOWN IF EJECTED

AF FORM 1315 PREVIOUS EDITION WILL BE USED

Figure 53 (Front) 853

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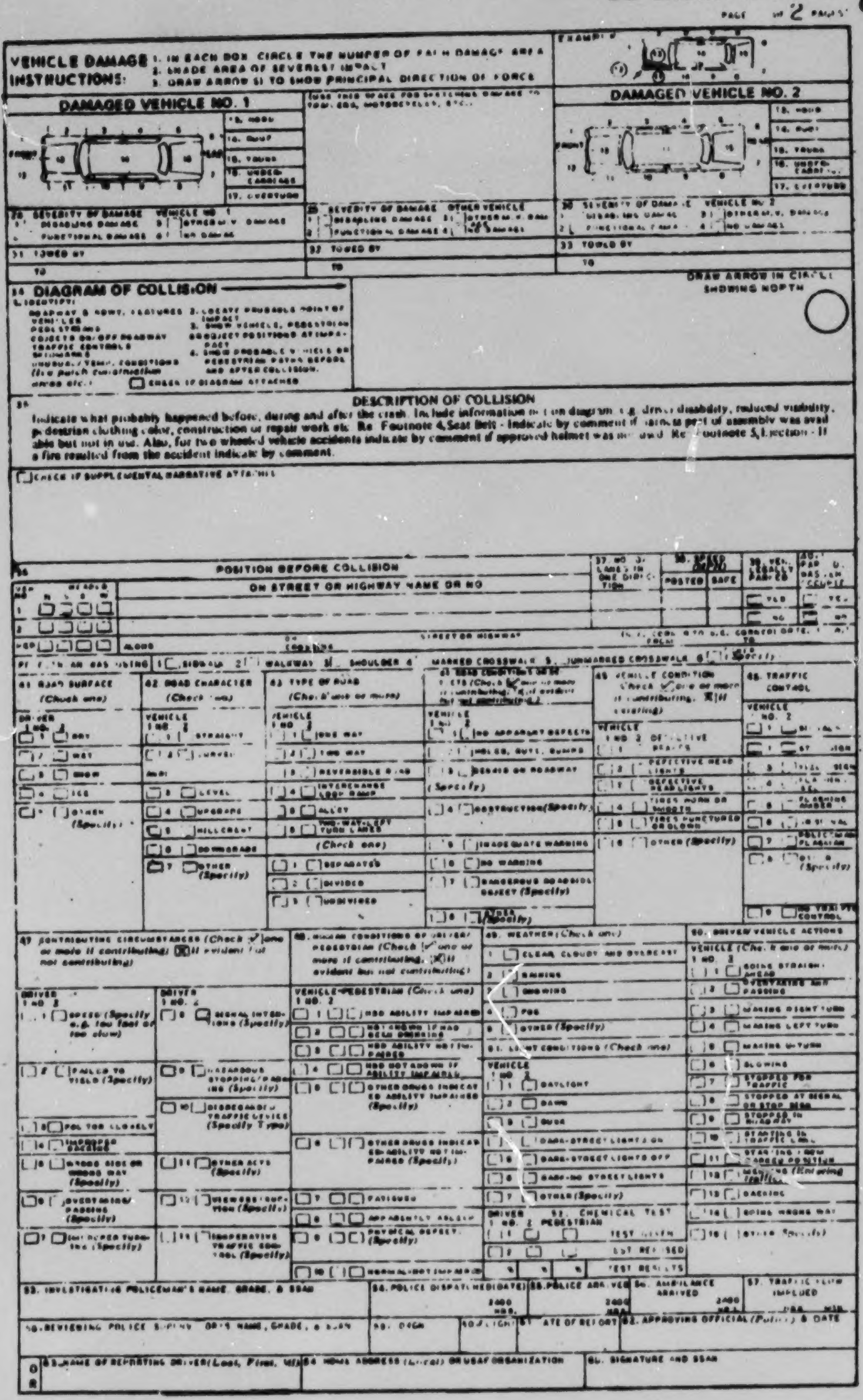

PAGE OF 2 PAGES

VEHICLE DAMAGE INSTRUCTIONS:
1. IN EACH BOX CIRCLE THE NUMBER OF EACH DAMAGE AREA
2. SHADE AREA OF SEVEREST IMPACT
3. DRAW ARROW (S) TO SHOW PRINCIPAL DIRECTION OF FORCE

EXAMPLE

DAMAGED VEHICLE NO. 1

13. HOOD
14. ROOF
15. TRUNK
16. UNDER-CARRIAGE
17. OVERTURN

USE THIS SPACE FOR SKETCHING DAMAGE TO TOW, ED, MOTORCYCLE, ETC.

DAMAGED VEHICLE NO. 2

13. HOOD
14. ROOF
15. TRUNK
16. UNDER-CARRIAGE
17. OVERTURN

28. SEVERITY OF DAMAGE VEHICLE NO. 1
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

29. SEVERITY OF DAMAGE OTHER VEHICLE
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

30. SEVERITY OF DAMAGE VEHICLE No. 2
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

31. TOWED BY
TO

32. TOWED BY
TO

33. TOWED BY
TO

34. **DIAGRAM OF COLLISION**

1. IDENTIFY:
ROADWAY & RDWY. FEATURES
VEHICLES
PEDESTRIANS
OBJECTS ON/OFF ROADWAY
TRAFFIC CONTROLS
SKIDMARKS
UNUSUAL/TEMP. CONDITIONS (i.e. patch construction areas etc.)
2. LOCATE PROBABLE POINT OF IMPACT
3. SHOW VEHICLE, PEDESTRIAN OR OBJECT POSITIONS AT IMPACT
4. SHOW PROBABLE VEHICLE OR PEDESTRIAN PATHS BEFORE AND AFTER COLLISION.

☐ CHECK IF DIAGRAM ATTACHED

DRAW ARROW IN CIRCLE SHOWING NORTH

○

35. **DESCRIPTION OF COLLISION**

Indicate what probably happened before, during and after the crash. Include information not on diagram e.g. driver disability, reduced visibility, pedestrian clothing color, construction or repair work etc. Re Footnote 4, Seat Belt - Indicate by comment if harness part of assembly was available but not in use. Also, for two wheeled vehicle accidents indicate by comment if approved helmet was not used. Re Footnote 5, Ejection - If a fire resulted from the accident indicate by comment.

☐ CHECK IF SUPPLEMENTAL NARRATIVE ATTACHED

36. POSITION BEFORE COLLISION

VEH NO	HEADING N S E W	ON STREET OR HIGHWAY NAME OR NO	37. NO. OF LANES IN ONE DIRECTION	38. SPEED (MPH) POSTED	SAFE	39. VEH. LEGALLY PARKED	40. PARKED VEH. OCCUPIED
1	☐ ☐ ☐ ☐					☐ YES	☐ YES
2	☐ ☐ ☐ ☐					☐ NO	☐ NO
PED	☐ ☐ ☐ ☐	ALONG	OR CROSSING	STREET OR HIGHWAY			

41. PED. WAS USING 1 ☐ SIDEWALK 2 ☐ WALKWAY 3 ☐ SHOULDER 4 ☐ MARKED CROSSWALK 5 ☐ UNMARKED CROSSWALK 6 ☐ (Specify)

42. ROAD SURFACE (Check one)
DRIVER 1 NO. 2
☐ 1 ☐ DRY
☐ 2 ☐ WET
☐ 3 ☐ SNOW
☐ 4 ☐ ICE
☐ 5 ☐ OTHER (Specify)

43. ROAD CHARACTER (Check one)
VEHICLE 1 NO. 2
☐ 1 ☐ STRAIGHT
☐ 2 ☐ CURVED
AND:
☐ 3 ☐ LEVEL
☐ 4 ☐ UPGRADE
☐ 5 ☐ HILLCREST
☐ 6 ☐ DOWNGRADE
☐ 7 ☐ OTHER (Specify)

44. TYPE OF ROAD (Check one or more)
VEHICLE 1 NO. 2
☐ 1 ☐ ONE WAY
☐ 2 ☐ TWO WAY
☐ 3 ☐ REVERSIBLE ROAD
☐ 4 ☐ INTERCHANGE LOOP RAMP
☐ 5 ☐ ALLEY
☐ 6 ☐ TWO-WAY LEFT TURN LANES
(Check one)
☐ 1 ☐ SEPARATED
☐ 2 ☐ DIVIDED
☐ 3 ☐ UNDIVIDED

45. ROAD CONDITION DEFECTS (Check ✓ one or more if contributing; ☒ if evident but not contributing)
VEHICLE 1 NO. 2
☐ 1 ☐ NO APPARENT DEFECTS
☐ 2 ☐ HOLES, RUTS, BUMPS
☐ 3 ☐ DEBRIS ON ROADWAY (Specify)
☐ 4 ☐ CONSTRUCTION (Specify)
☐ 5 ☐ INADEQUATE WARNING
☐ 6 ☐ NO WARNING
☐ 7 ☐ DANGEROUS ROADSIDE OBJECT (Specify)
☐ 8 ☐ OTHER (Specify)

46. VEHICLE CONDITION (Check ✓ one or more if contributing, ☒ if existing)
VEHICLE 1 NO. 2
☐ 1 ☐ DEFECTIVE BRAKES
☐ 2 ☐ DEFECTIVE HEAD LIGHTS
☐ 3 ☐ DEFECTIVE TAILLIGHTS
☐ 4 ☐ TIRES WORN OR SMOOTH
☐ 5 ☐ TIRES PUNCTURED OR BLOWN
☐ 6 ☐ OTHER (Specify)

46. TRAFFIC CONTROL
VEHICLE 1 NO. 2
☐ 1 ☐ SIGNAL
☐ 2 ☐ STOP SIGN
☐ 3 ☐ YIELD SIGN
☐ 4 ☐ FLASHING SIGNAL
☐ 5 ☐ FLAGMAN
☐ 6 ☐ RR SIGNAL
☐ 7 ☐ POLICEMAN FLAGMAN
☐ 8 ☐ OTHER (Specify)
☐ 9 ☐ NO TRAFFIC CONTROL

47. CONTRIBUTING CIRCUMSTANCES (Check ✓ one or more if contributing; ☒ if evident but not contributing)
DRIVER 1 NO. 2
☐ 1 ☐ SPEED (Specify e.g. too fast or too slow)
☐ 2 ☐ FAILED TO YIELD (Specify)
☐ 3 ☐ FOLLOW TOO CLOSELY
☐ 4 ☐ IMPROPER PASSING
☐ 5 ☐ WRONG SIDE OR WRONG WAY (Specify)
☐ 6 ☐ OVERTAKING/PASSING (Specify)
☐ 7 ☐ IMPROPER TURNING (Specify)
DRIVER 1 NO. 2
☐ 8 ☐ SIGNAL INTENTIONS (Specify)
☐ 9 ☐ HAZARDOUS STOPPING/PARKING (Specify)
☐ 10 ☐ DISREGARDED TRAFFIC DEVICE (Specify Type)
☐ 11 ☐ OTHER ACTS (Specify)
☐ 12 ☐ VIEW OBSTRUCTION (Specify)
☐ 13 ☐ INOPERATIVE TRAFFIC CONTROL (Specify)

48. HUMAN CONDITIONS OF DRIVER/PEDESTRIAN (Check ✓ one or more if contributing, ☒ if evident but not contributing)
VEHICLE-PEDESTRIAN (Check one)
1 NO. 2
☐ 1 ☐ ☐ HBD ABILITY IMPAIRED
☐ 2 ☐ ☐ NOT KNOWN IF HAD BEEN DRINKING
☐ 3 ☐ ☐ HBD ABILITY NOT IMPAIRED
☐ 4 ☐ ☐ HBD NOT KNOWN IF ABILITY IMPAIRED
☐ 5 ☐ ☐ OTHER DRUGS INDICATED ABILITY IMPAIRED (Specify)
☐ 6 ☐ ☐ OTHER DRUGS INDICATED ABILITY NOT IMPAIRED (Specify)
☐ 7 ☐ ☐ FATIGUED
☐ 8 ☐ ☐ APPARENTLY ASLEEP
☐ 9 ☐ ☐ PHYSICAL DEFECT (Specify)
☐ 10 ☐ ☐ NORMAL-NOT IMPAIRED

49. WEATHER (Check one)
1 ☐ CLEAR, CLOUDY AND OVERCAST
2 ☐ RAINING
3 ☐ SNOWING
4 ☐ FOG
5 ☐ OTHER (Specify)

51. LIGHT CONDITIONS (Check one)
VEHICLE 1 NO. 2
☐ 1 ☐ DAYLIGHT
☐ 2 ☐ DAWN
☐ 3 ☐ DUSK
☐ 4 ☐ DARK-STREET LIGHTS ON
☐ 5 ☐ DARK-STREET LIGHTS OFF
☐ 6 ☐ DARK-NO STREET LIGHTS
☐ 7 ☐ OTHER (Specify)

52. CHEMICAL TEST
DRIVER 1 NO. 2 PEDESTRIAN
☐ 1 ☐ ☐ TEST GIVEN
☐ 2 ☐ ☐ TEST REFUSED
% % % TEST RESULTS

50. DRIVER VEHICLE ACTIONS
VEHICLE (Check one or more)
1 NO. 2
☐ 1 ☐ GOING STRAIGHT AHEAD
☐ 2 ☐ OVERTAKING AND PASSING
☐ 3 ☐ MAKING RIGHT TURN
☐ 4 ☐ MAKING LEFT TURN
☐ 5 ☐ MAKING U-TURN
☐ 6 ☐ SLOWING
☐ 7 ☐ STOPPED FOR TRAFFIC
☐ 8 ☐ STOPPED AT SIGNAL OR STOP SIGN
☐ 9 ☐ STOPPED IN ROADWAY
☐ 10 ☐ STARTING IN TRAFFIC LANE
☐ 11 ☐ STARTING FROM PARKED POSITION
☐ 12 ☐ MERGING (Entering traffic)
☐ 13 ☐ BACKING
☐ 14 ☐ GOING WRONG WAY
☐ 15 ☐ OTHER (Specify)

53. INVESTIGATING POLICEMAN'S NAME, GRADE, & SSAN	54. POLICE DISPATCHED (DATE) 2400 HRS.	55. POLICE ARRIVED 2400 HRS.	56. AMBULANCE ARRIVED 2400 HRS.	57. TRAFFIC FLOW IMPEDED HRS. MIN.
58. REVIEWING POLICE SUPERVISOR'S NAME, GRADE, & SSAN	59. DTG	60. FLIGHT	61. DATE OF REPORT	62. APPROVING OFFICIAL (Police) & DATE

OR	63. NAME OF REPORTING DRIVER (Last, First, MI)	64. HOME ADDRESS (Local) OR USAF ORGANIZATION	65. SIGNATURE AND SSAN

Figure 54 (Back)

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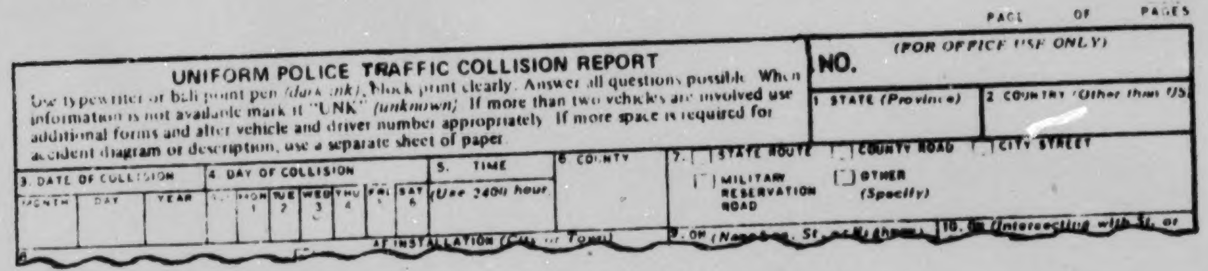
SPECIAL INSTRUCTIONS. In this section of your study guide you will learn how to complete an AF Form 1315. You will be given a graded exercise on this form which must be successfully completed before you are allowed to take the final examination. To better understand this form it will be presented to you in small portions. Read the explanation carefully and circle the items you do not completely understand. Your instructor will answer your questions.

a. When completing an AF Form 1315, make an entry in every item of the form.

b. If information does not apply print "N/A" (Not Applicable) in the block. If information is not available print "UNK" (Unknown) in the item number block.

c. When more than two vehicles are involved, use additional AF Forms 1315 and number the vehicles and pages accordingly.



PAGE OF PAGES

UNIFORM POLICE TRAFFIC COLLISION REPORT

Use typewriter or ball point pen (dark ink), block print clearly. Answer all questions possible. When information is not available mark it "UNK" (unknown). If more than two vehicles are involved use additional forms and alter vehicle and driver number appropriately. If more space is required for accident diagram or description, use a separate sheet of paper.

NO. (FOR OFFICE USE ONLY)

1 STATE (Province)

2 COUNTRY (Other than US

3. DATE OF COLLISION: MONTH DAY YEAR

4 DAY OF COLLISION: [illegible] MON 1 TUE 2 WED 3 THU 4 FRI 5 SAT 6

5. TIME (Use 24 hour

6 COUNTY

7. ☐ STATE ROUTE ☐ COUNTY ROAD ☐ CITY STREET ☐ MILITARY RESERVATION ROAD ☐ OTHER (Specify)

AT INSTALLATION (City or Town)

9. ON (Name, St. or Highway)

10. (Intersecting with St. or

Item 1. STATE: Record the name of state. Abbreviated if in U.S. If in another country be more specific.

Item 2. COUNTRY: Record the name of country, if other than U.S.

Item 3. DATE OF COLLISION: Record the month, day, and year on which the collision actually occurred. Make certain the month is a three-letter abbreviation.

Item 4. DAY OF COLLISION: Place an "X" for the day of the week on which the collision occurred.

Item 5. TIME: Record the time the collision occurred.

Item 6. COUNTY: Record the name of the county.

Item 7. STATE ROUTE, COUNTY ROAD, CITY STREET, MILITARY RESERVATION ROADS, OTHERS: Record appropriate road jurisdiction.

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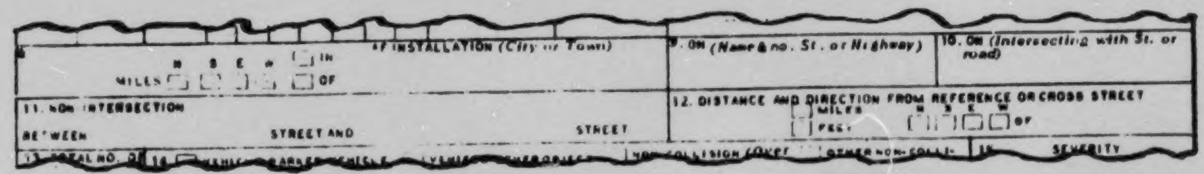


8. N S E W ☐ IN MILES ☐ ☐ ☐ ☐ ☐ OF AF INSTALLATION (City or Town)

9. ON (Name & no. St. or Highway)

10. ON (Intersecting with St. or road)

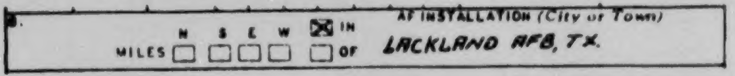
11. NON INTERSECTION BETWEEN STREET AND STREET

12. DISTANCE AND DIRECTION FROM REFERENCE OR CROSS STREET ☐ MILES ☐ FEET N S E W ☐ ☐ ☐ ☐ OF

13. TOTAL NO. OF 14. ☐ VEHICLE PARKED VEHICLE … NON-COLLISION (OVER … OTHER NON-COLLI- 15. SEVERITY

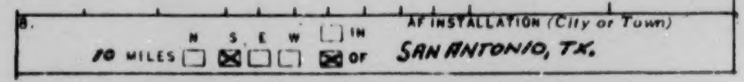
Item 8. This block is used to record the general location of the accident either on-base or off-base. If the accident occurs on-base, place an "X" in the square marked "IN," and write the name and location of the Air Force installation. If the accident occurs off-base, write the number of miles to the left of the printed word "MILES." Place an "X" in the square which designates the appropriate compass direction and place an "X" in the square marked "OF." Write the name of the nearest Air Force installation and/or city or town.

Example ON-BASE:



8. N S E W ☒ IN MILES ☐ ☐ ☐ ☐ ☐ OF AF INSTALLATION (City or Town) LACKLAND AFB, TX.

Example OFF-BASE:



8. N S E W ☐ IN 10 MILES ☐ ☒ ☐ ☐ ☒ OF AF INSTALLATION (City or Town) SAN ANTONIO, TX.

Item 9. ON: Record name, or identification number of road on which accident occurred.

Item 10. ON: Record name of additional road if accident occurred at an intersection.

Item 11. NONINTERSECTION: For nonintersection accidents, record the two closest reference streets to the street where the accident occurred.

Item 12. DISTANCE AND DIRECTION FROM REFERENCE OR CROSS-STREET: Used in nonintersection accidents. Record miles or feet in closest direction from the nearest cross-street.

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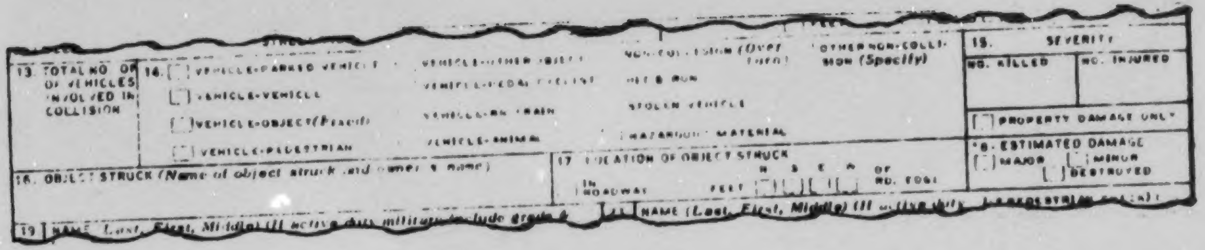


13. TOTAL NO. OF VEHICLES INVOLVED IN COLLISION

14. ☐ VEHICLE-PARKED VEHICLE
☐ VEHICLE-VEHICLE
☐ VEHICLE-OBJECT (Fixed)
☐ VEHICLE-PEDESTRIAN
VEHICLE-OTHER OBJECT
VEHICLE-PEDAL CYCLIST
VEHICLE-RR TRAIN
VEHICLE-ANIMAL
NON-COLLISION (Overturn)
HIT & RUN
STOLEN VEHICLE
HAZARDOUS MATERIAL
OTHER NON-COLLISION (Specify)

15. SEVERITY
NO. KILLED
NO. INJURED
☐ PROPERTY DAMAGE ONLY

16. OBJECT STRUCK (Name of object struck and owner's name)

17. LOCATION OF OBJECT STRUCK
IN ROADWAY
FEET ☐ ☐ ☐ ☐ N S E W OF RD. EDGE

18. ESTIMATED DAMAGE
☐ MAJOR ☐ MINOR ☐ DESTROYED

19 NAME (Last, First, Middle) (If active duty military include grade &

21 NAME (Last, First, Middle) (If active duty

Item 13. **TOTAL NUMBER OF VEHICLES INVOLVED IN COLLISION:** Record number of vehicles involved.

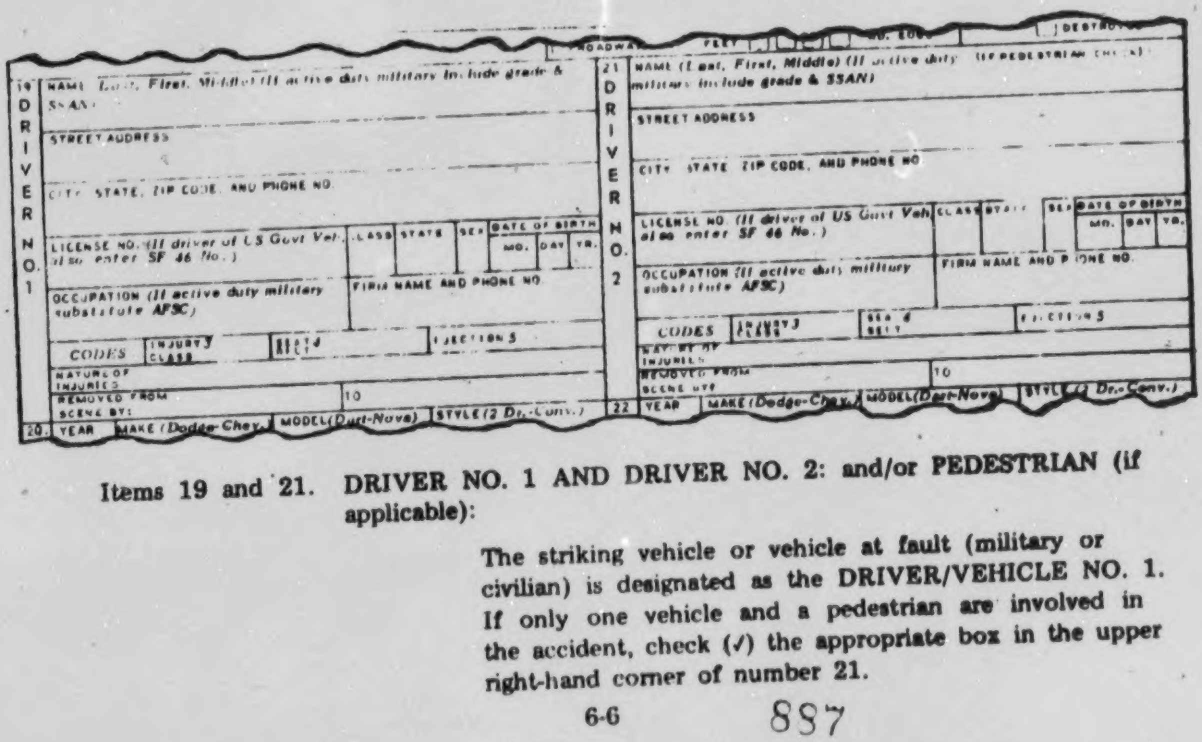
Item 14. **ACCIDENT INVOLVEMENT:** Place an "X" in one or more blocks as applicable.

Item 15. **SEVERITY:** Record number of persons killed, injured, or if property damaged only.

Item 16. **OBJECT STRUCK:** Record, describe or name object (not people) (other than vehicles) struck and owner's name.

Item 17. **LOCATION OF OBJECT STRUCK (Other than vehicles or people):** Record where object was located if in roadway, and number of feet, in what compass direction from edge of road.

Item 18. **ESTIMATED DAMAGE:** Record estimated severity of property damage of object in Item 16.



19 DRIVER NO. 1
NAME (Last, First, Middle) (If active duty military include grade & SSAN)
STREET ADDRESS
CITY, STATE, ZIP CODE, AND PHONE NO.
LICENSE NO. (If driver of US Govt Veh. also enter SF 46 No.)
CLASS
STATE
SEX
DATE OF BIRTH MO. DAY YR.
OCCUPATION (If active duty military substitute AFSC)
FIRM NAME AND PHONE NO.
CODES INJURY CLASS
SEAT BELT
EJECTION
NATURE OF INJURIES
REMOVED FROM SCENE BY:
TO

20. YEAR
MAKE (Dodge-Chev.)
MODEL (Dart-Nova)
STYLE (2 Dr.-Conv.)

21 DRIVER NO. 2
NAME (Last, First, Middle) (If active duty military include grade & SSAN)
(IF PEDESTRIAN CHECK)
STREET ADDRESS
CITY, STATE, ZIP CODE, AND PHONE NO.
LICENSE NO. (If driver of US Govt Veh. also enter SF 46 No.)
CLASS
STATE
SEX
DATE OF BIRTH MO. DAY YR.
OCCUPATION (If active duty military substitute AFSC)
FIRM NAME AND PHONE NO.
CODES INJURY CLASS
SEAT BELT
EJECTION
NATURE OF INJURIES
REMOVED FROM SCENE BY
TO

22 YEAR
MAKE (Dodge-Chev.)
MODEL (Dart-Nova)
STYLE (2 Dr.-Conv.)

Items 19 and 21. **DRIVER NO. 1 AND DRIVER NO. 2: and/or PEDESTRIAN (if applicable):**

The striking vehicle or vehicle at fault (military or civilian) is designated as the DRIVER/VEHICLE NO. 1. If only one vehicle and a pedestrian are involved in the accident, check (✓) the appropriate box in the upper right-hand corner of number 21.

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Name: Record last, first and middle initial (if military, include grade and SSAN).

Street Address: Record street address (if military, record military organization).

City, State, Zip Code and Phone No.: Record name of city, or base, state and phone number (if military, include duty phone).

License Number: Record the operator's state drivers license number if operating a POV. If operating a military vehicle, record the number of the U.S. Government Motor Vehicle Operator's Identification Card (Standard Form 46).

Class: Record the type of license (example: operators [0], commercial [C], etc.). If individual is driving a military vehicle, check the rear of Standard Form 46 to insure he is qualified to operate the vehicle.

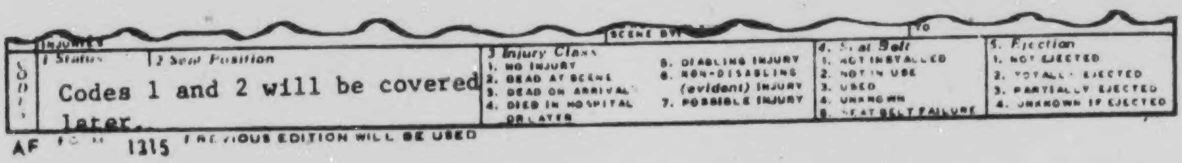
Sex: Record whether male (M) or female (F).

Date of Birth: Record in three-letter abbreviation the month, numerical listing of day and year.

Occupation: Record type of work individual does. If military record his AFSC.

Firm Name and Telephone No.: Record name and telephone number of individual's employer if civilian. If military record military organization.

Codes: Record appropriate code numbers as applying to DRIVERS.



INJURIES 1 Status	2 Seat Position	3 Injury Class		4. Seat Belt	5. Ejection
Codes 1 and 2 will be covered later.		1. NO INJURY 2. DEAD AT SCENE 3. DEAD ON ARRIVAL 4. DIED IN HOSPITAL OR LATER	5. DISABLING INJURY 6. NON-DISABLING (evident) INJURY 7. POSSIBLE INJURY	1. NOT INSTALLED 2. NOT IN USE 3. USED 4. UNKNOWN 5. SEAT BELT FAILURE	1. NOT EJECTED 2. TOTALLY EJECTED 3. PARTIALLY EJECTED 4. UNKNOWN IF EJECTED

AF FORM 1315 PREVIOUS EDITION WILL BE USED

Use the above codes to best describe the requested information.

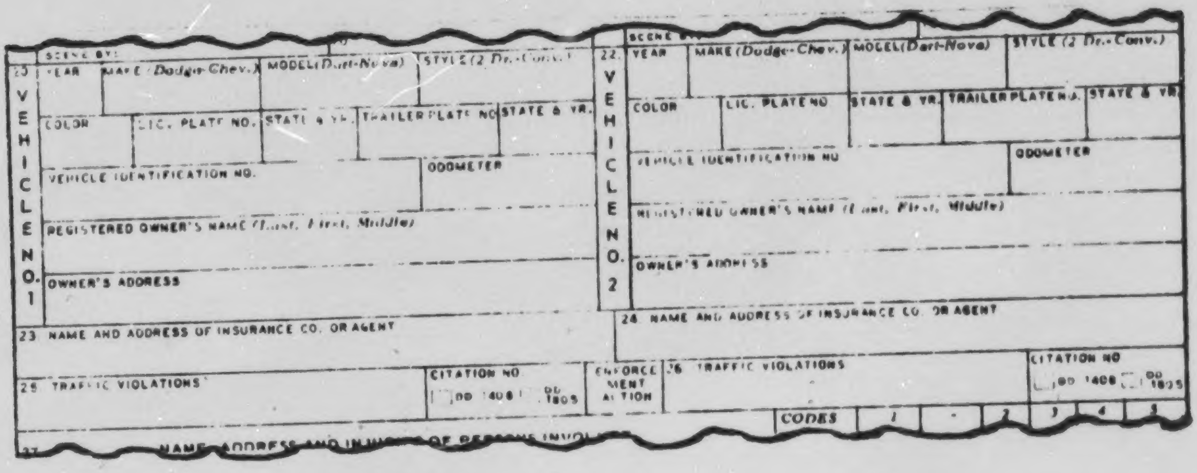
Code 3, Injury Class: Use to designate degree or type of injury to persons involved in the accident.

Code 4, Seat Belt: Apply appropriate number.

Code 5, Ejection: Use to designate degree of body ejection from vehicle.

Nature of Injury: Record a brief description of driver's injuries.

Removed from Scene By: Record by whom driver was removed from scene and to where the driver was taken.


SCENE BY:
20 VEHICLE NO. 1
YEAR
MAKE (Dodge-Chev.)
MODEL (Dart-Nova)
STYLE (2 Dr.-Conv.)
COLOR
LIC. PLATE NO.
STATE & YR.
TRAILER PLATE NO.
STATE & YR.
VEHICLE IDENTIFICATION NO.
ODOMETER
REGISTERED OWNER'S NAME (Last, First, Middle)
OWNER'S ADDRESS
23 NAME AND ADDRESS OF INSURANCE CO. OR AGENT
25 TRAFFIC VIOLATIONS
CITATION NO.
☐ DD 1408 ☐ DD 1805
ENFORCEMENT ACTION

SCENE BY:
22. VEHICLE NO. 2
YEAR
MAKE (Dodge-Chev.)
MODEL (Dart-Nova)
STYLE (2 Dr.-Conv.)
COLOR
LIC. PLATE NO.
STATE & YR.
TRAILER PLATE NO.
STATE & YR.
VEHICLE IDENTIFICATION NO.
ODOMETER
REGISTERED OWNER'S NAME (Last, First, Middle)
OWNER'S ADDRESS
24. NAME AND ADDRESS OF INSURANCE CO. OR AGENT
26 TRAFFIC VIOLATIONS
CITATION NO.
☐ DD 1408 ☐ DD 1805

CODES	1	-	2	3	4	5

27 NAME, ADDRESS AND INJURIES OF PERSONS INVOLVED

Items 20 and 22: **VEHICLE NO. 1 AND VEHICLE NO. 2:**

Year: Record year of vehicle.

Make: Record name of manufacturer.

Model: Record model of vehicle.

Style: Record style of body.

Color: Record color(s) of vehicle.

License Plate Number: Record license plate number of vehicle. If military vehicle, record military installation to which assigned.

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Items 20 and 22 — Continued

State and Year: Record issuing state and year of license plate.

Trailer Plate No.: Record trailer plate number only if it applies. If it does not apply, record N/A.

State and Year of Trailer Plate: Record as above, if it applies. If not, record N/A.

Vehicle Identification No.: Record the vehicle's manufacture identification number.

Odometer: Record the number of miles shown on the odometer.

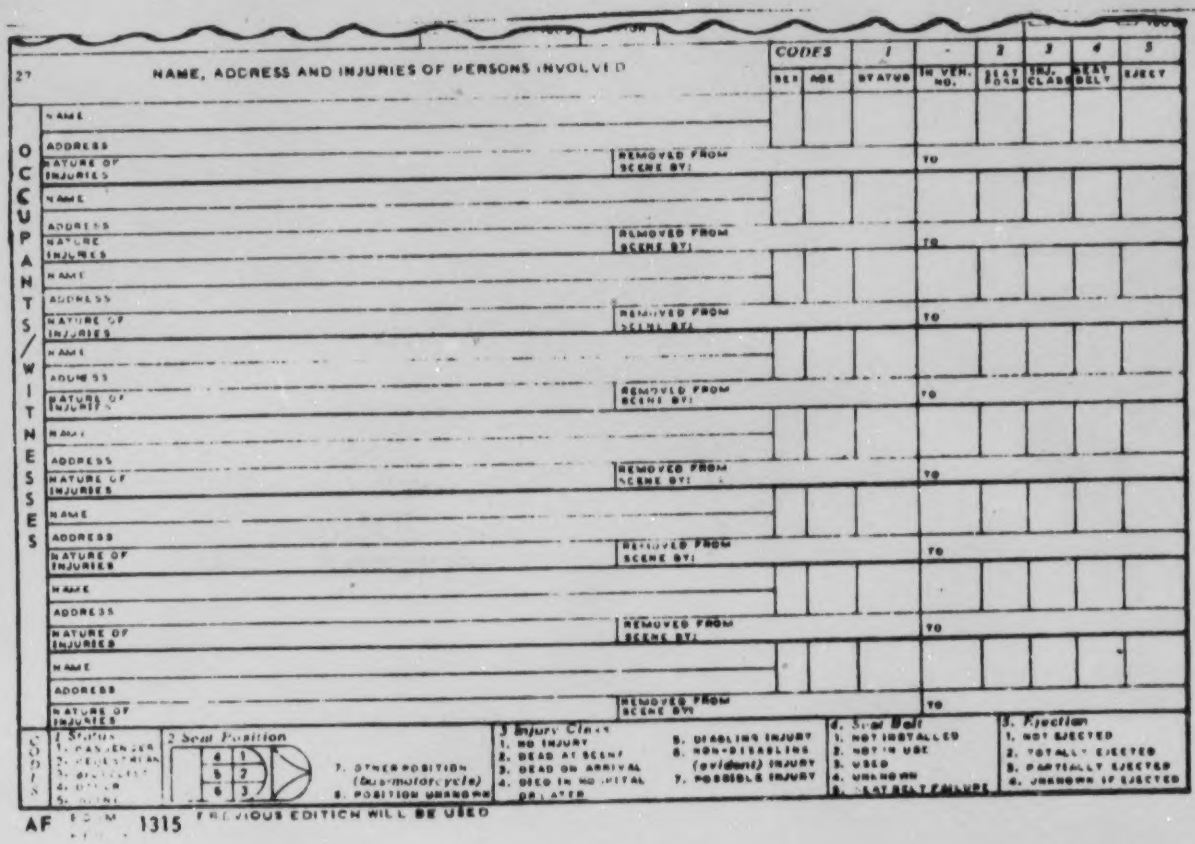
Registered Owner's Name: Record the name of the owner if different than operator. If same as operator or government vehicle, record as "same as item 19 or 21."

Owner's Address: Record registered owner's complete address. If military, record "same as item 19 or 21."

Items 23 and 24. Name and Address of Insurance Co. or Agent: Record the name and address of the Insurance Co. or Agent. If military, record as N/A.

Items 25 and 26. Traffic Violations: Record the specific violations cited, citation no. and check (✓) appropriate DD Form.

NOTE: A traffic citation does not have to be issued at the scene. A traffic citation can be issued months after the initial investigation.



OCCUPANTS/WITNESSES

27 NAME, ADDRESS AND INJURIES OF PERSONS INVOLVED	CODES SEX	AGE	1 STATUS	IN VEH. NO.	2 SEAT POSN	3 INJ. CLASS	4 SEAT BELT	5 EJECT
NAME								
ADDRESS								
NATURE OF INJURIES / REMOVED FROM SCENE BY:				TO				
NAME								
ADDRESS								
NATURE OF INJURIES / REMOVED FROM SCENE BY:				TO				
NAME								
ADDRESS								
NATURE OF INJURIES / REMOVED FROM SCENE BY:				TO				
NAME								
ADDRESS								
NATURE OF INJURIES / REMOVED FROM SCENE BY:				TO				
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NAME								
ADDRESS								
NATURE OF INJURIES / REMOVED FROM SCENE BY:				TO				
NAME								
ADDRESS								
NATURE OF INJURIES / REMOVED FROM SCENE BY:				TO				

CODES

1 Status	2 Seat Position	3 Injury Class	4. Seat Belt	5. Ejection
1. PASSENGER 2. PEDESTRIAN 3. BICYCLIST 4. OTHER 5. WITNESS	4 1 5 2 6 3 7. OTHER POSITION (bus-motorcycle) 8. POSITION UNKNOWN	1. NO INJURY 2. DEAD AT SCENE 3. DEAD ON ARRIVAL 4. DIED IN HOSPITAL OR LATER 5. DISABLING INJURY 6. NON-DISABLING (evident) INJURY 7. POSSIBLE INJURY	1. NOT INSTALLED 2. NOT IN USE 3. USED 4. UNKNOWN 5. SEAT BELT FAILURE	1. NOT EJECTED 2. TOTALLY EJECTED 3. PARTIALLY EJECTED 4. UNKNOWN IF EJECTED

AF FORM 1315 PREVIOUS EDITION WILL BE USED

Item 27: Occupants: Record the name(s) and address(es) of person(s) involved.

Witnesses: Record names, address (if active duty military, include rank and SSAN).

Sex: Record whether (M) male or (F) female.

Age: Record the person's age.

Codes:

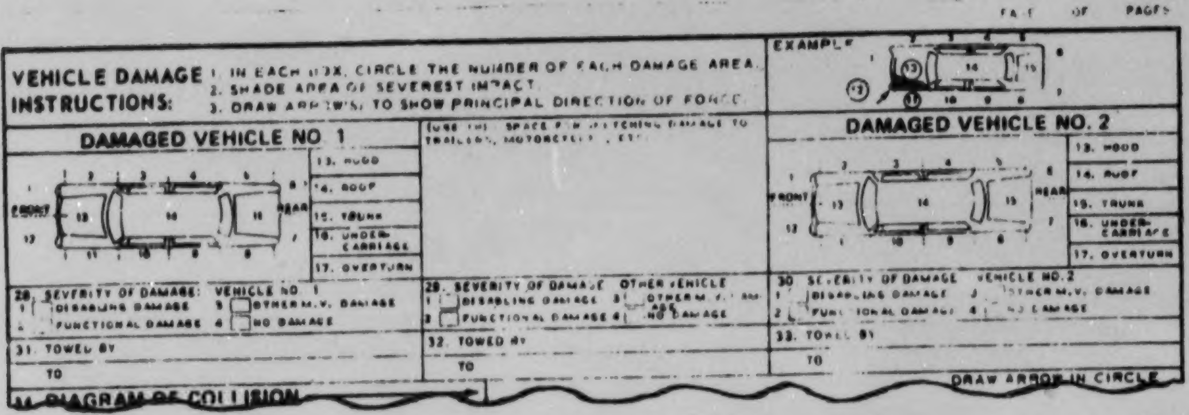
1. STATUS: Use appropriate number to designate whether the person involved was a passenger, pedestrian, bicyclist, other or witness.
2. Seat Position: Use to designate seat position of persons involved in the accident.
3. Injury Class: Use to designate degree or type of injury to persons involved in the accident.

4. **Seat Belt:** Apply appropriate number. (If harness was used, record it in Item 35, Narrative).

5. **Ejection:** Use to designate degree of body ejection from vehicle.

Nature of Injuries: Record a brief description of individual's injuries.

Remove from Scene By/To: Record the name of person or ambulance who removed the injured individual from the scene and where he was taken to.


PAGE OF PAGES

VEHICLE DAMAGE INSTRUCTIONS:
1. IN EACH BOX, CIRCLE THE NUMBER OF EACH DAMAGE AREA.
2. SHADE AREA OF SEVEREST IMPACT.
3. DRAW ARROW(S) TO SHOW PRINCIPAL DIRECTION OF FORCE.

EXAMPLE

DAMAGED VEHICLE NO 1
13. HOOD
14. ROOF
15. TRUNK
16. UNDER-CARRIAGE
17. OVERTURN

(USE THIS SPACE FOR SKETCHING DAMAGE TO TRAILERS, MOTORCYCLES, ETC.)

DAMAGED VEHICLE NO. 2
13. HOOD
14. ROOF
15. TRUNK
16. UNDER-CARRIAGE
17. OVERTURN

28. SEVERITY OF DAMAGE: VEHICLE NO. 1
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

29. SEVERITY OF DAMAGE OTHER VEHICLE
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

30. SEVERITY OF DAMAGE VEHICLE NO. 2
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

31. TOWED BY
TO

32. TOWED BY
TO

33. TOWED BY
TO

34. DIAGRAM OF COLLISION

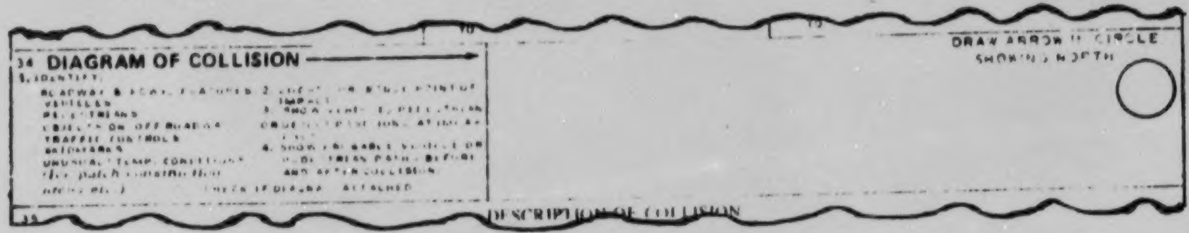
DRAW ARROW IN CIRCLE

DAMAGED VEHICLE NO. 1 AND 2

Vehicle Damage Instructions: Record appropriate information requested as shown in example.

Items 28, 29 and 30.
Severity of Damage: Record by placing an "X" in appropriate blocks for each requested vehicle.

Items 31, 32 and 33.
Towed By: Record by whom the vehicle was towed and destination.


34 DIAGRAM OF COLLISION

1. IDENTIFY:
ROADWAY & ROAD FEATURES
VEHICLES
PEDESTRIANS
OBJECTS ON OFF ROADWAY
TRAFFIC CONTROLS
SIDEWALKS
UNUSUAL TEMP. CONDITIONS

3. SHOW VEHICLE(S) PEDESTRIAN
4. SHOW PROBABLE VEHICLE OR PEDESTRIAN PATH BEFORE AND AFTER COLLISION

CHECK IF DIAGRAM ATTACHED

DRAW ARROW IN CIRCLE SHOWING NORTH

35 DESCRIPTION OF COLLISION

Item 34. DIAGRAM OF COLLISION: Follow instructions in Item 34. In this item you would draw a diagram of the accident being investigated.

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Diagramming

You have probably heard of the proverb that states "one picture is worth a thousand words." The truth of this proverb becomes very clear when you are asked by a court to explain the circumstances surrounding an accident you investigated several months earlier. A neat, clear, and accurate diagram of an accident will help answer most obvious questions, and assist in demonstrating and explaining relationships that would otherwise be extremely difficult to put into words.

In this section you will be shown how a field sketch is accomplished and how the field sketch is used in accomplishing your final diagram. Field sketches serve four purposes:

1) Help explain the accident.

2) Enable the investigator to reveal facts.

3) Locate again any given point at the accident.

4) Serve as a guide for your final diagram.

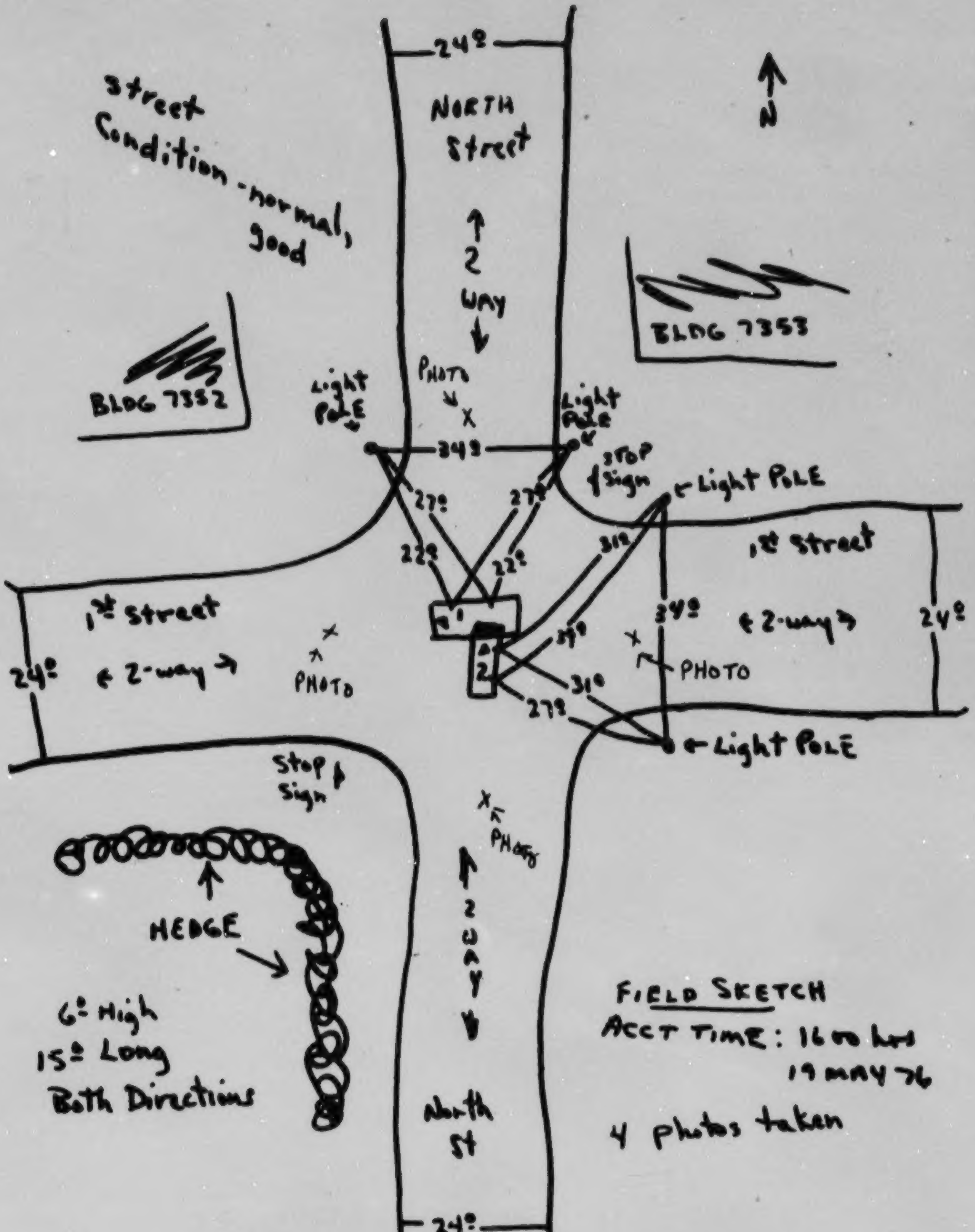
In accomplishing a field sketch, you must first include the roadway and other areas that are pertinent to the accident. You should include physical characteristics along the roadway which may be a contributing factor to the accident or which may be used as a triangulation reference point. All field sketches and diagrams must include:

a) Direction of travel of all vehicles involved in the accident.

b) The probable point of impact.

c) Final resting position of all vehicles involved in the accident.

The following three pages are: an example of a field sketch, an example of a final diagram (drawn to scale) from the field sketch, and a page showing suggested symbols used in drawing sketches and diagrams and their meanings. Your instructor will explain procedures for drawing field sketches and diagrams in class.



FIELD SKETCH
ACCT TIME: 1600 hrs
19 MAY 76

4 photos taken

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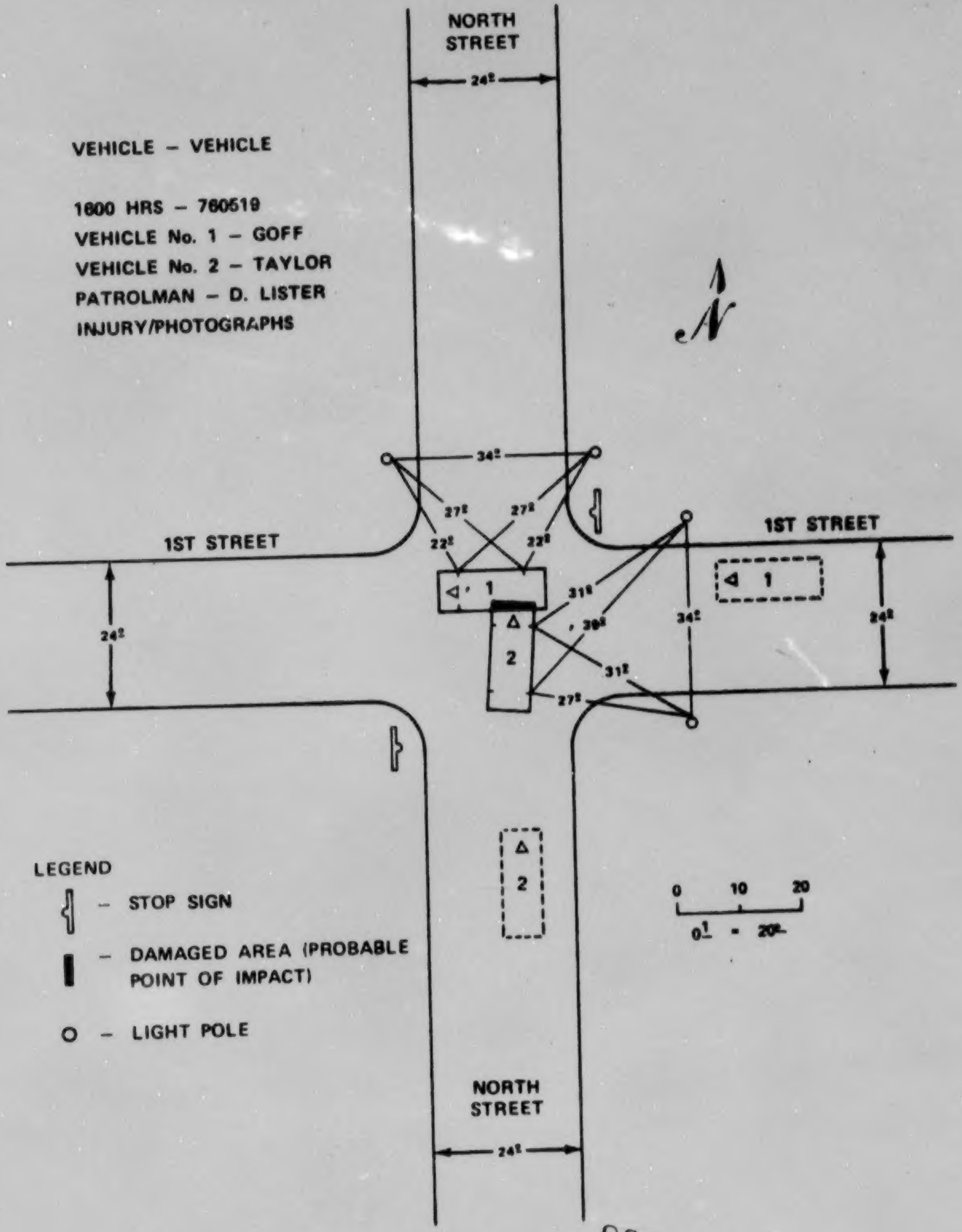

VEHICLE – VEHICLE

1600 HRS – 760519
VEHICLE No. 1 – GOFF
VEHICLE No. 2 – TAYLOR
PATROLMAN – D. LISTER
INJURY/PHOTOGRAPHS

LEGEND

- STOP SIGN
▮ – DAMAGED AREA (PROBABLE POINT OF IMPACT)
○ – LIGHT POLE

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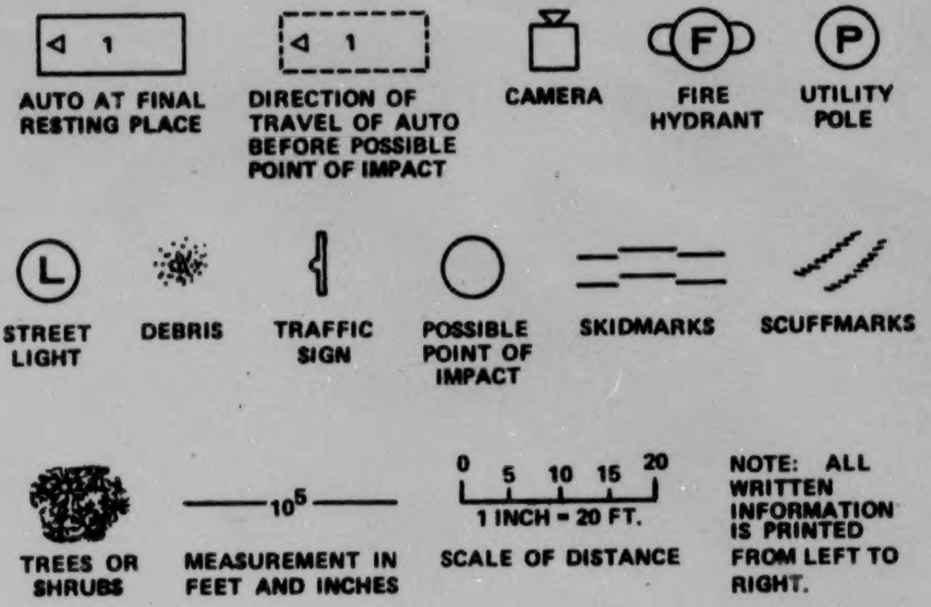
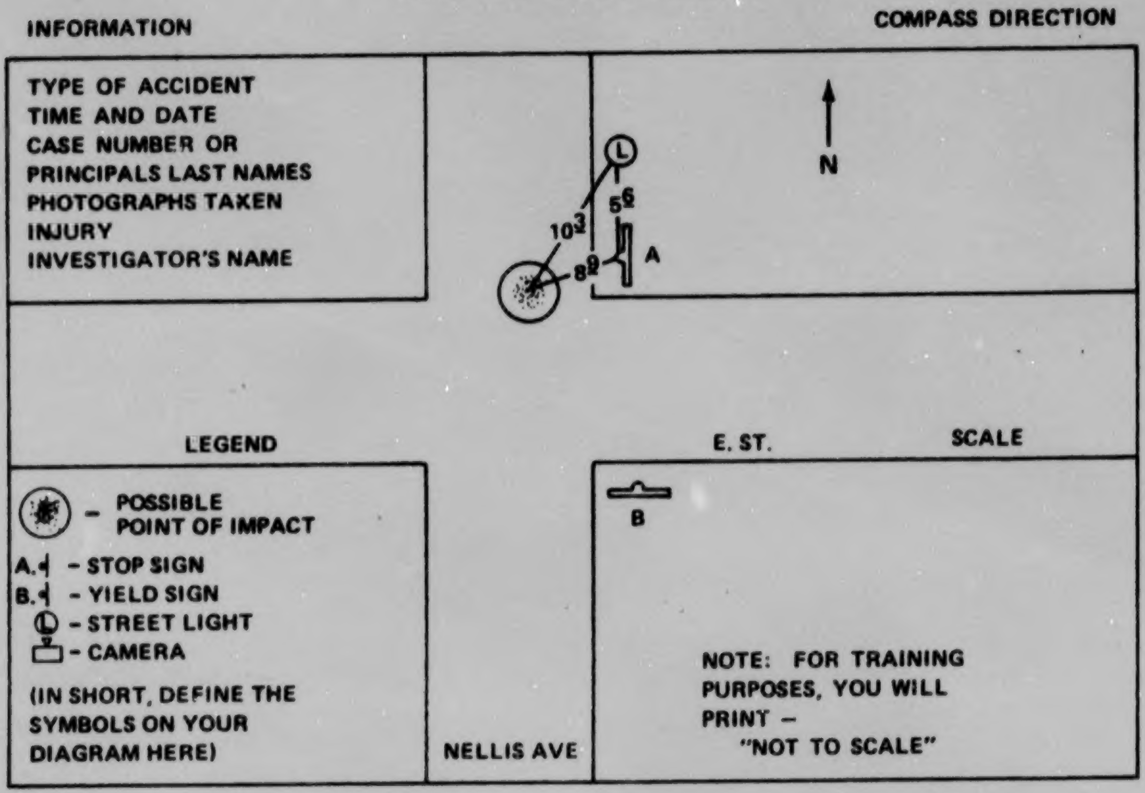
STANDARD SYMBOLS



NOTE: ALL WRITTEN INFORMATION IS PRINTED FROM LEFT TO RIGHT.

SAMPLE DIAGRAM FORMAT



– POSSIBLE POINT OF IMPACT
A. – STOP SIGN
B. – YIELD SIGN
– STREET LIGHT
– CAMERA

(IN SHORT, DEFINE THE SYMBOLS ON YOUR DIAGRAM HERE)

NOTE: FOR TRAINING PURPOSES, YOU WILL PRINT – "NOT TO SCALE"

Item 35. DESCRIPTION OF COLLISION: A supplemental narrative includes a brief description of the before, during, and after of the accident; and any information that is not explained or included in the form. Each item should be stated as briefly and simply as possible.

a. *Before.* The before of the accident establishes the path of the involved vehicles/principals prior to impact.

b. *During.* The during of the accident establishes the evasive action taken by the drivers or states that there was no evasive action taken.

c. *After.* The after establishes the final resting place of the involved vehicles/principals. If the point of impact and the final resting place are the same position, it should be so stated.

d. *Additional/Explained Information.* Any information which you deem necessary or that is not previously mentioned on the form should be added to the supplemental narrative. These items include harness use, pedestrian (when principal) clothing, and motorcycle safety gear. Also, any block on the form which requires remarks that do not fit in the space provided can be concluded in the narrative.

Narratives 1 and 2 are examples of the information and the format used in writing item 35.

Narrative No. 1

Vehicle no. 1 (GROSS) was proceeding north on Chili Drive. The pedestrian (CANNON) was proceeding east to west across Chili Drive. GROSS applied his brakes upon sighting CANNON but could not avoid striking him. CANNON froze and did not attempt evasive action. Vehicle No. 1 stopped at the point of impact. CANNON also fell at the point of impact. GROSS was wearing the seatbelt but not the harness provided in his vehicle. CANNON was wearing dark clothing.

Reference block 36: CANNON was not in a crosswalk or legal crossing area.

Narrative No. 2.

Vehicle No. 1 (FINLEY) was proceeding west on A Street in the intersection of A Street and Craw Avenue. Vehicle No. 2 (MILLER) was proceeding south on Craw Avenue in the intersection of A Street and Craw Avenue attempting a right turn. FINLEY applied his brakes and swerved left but still struck Vehicle No. 2. MILLER did not attempt evasive action. Vehicle No. 1 skid 30 ft beyond the point of impact before coming to a stop. Vehicle No. 2 stopped at the point of impact.

With the AF Form 1315, Security Police has the responsibility to complete a supplemental report. This report states the causes and circumstances of the accident, fixes responsibility, and supplied information used in accident prevention (see page 5-1 of this guide). The responsibility for this report lies with the traffic section or the traffic investigator. Information from the AF Form 1315 is used in making this report. Supplemental reports No. 1 and No. 2 are examples:

Supplemental Report No. 1

This investigation revealed that Vehicle No. 1 (FINLEY) was proceeding west on A Street when FINLEY saw Vehicle No. 2 in the intersection of A Street and Craw Avenue. FINLEY applied the brakes leaving 79 feet of skidmarks before striking Vehicle No. 2. Vehicle No. 2 (MILLER) proceeded south on Craw Avenue, stopped at the stop sign at Craw Avenue and A Street and was attempting a right turn onto A Street. A witness (GRAY) stated that Vehicle No. 2 did stop. The roads were level, the weather was clear, and visibility was approximately 200 feet. Vehicle No. 1 was doing a minimum of 49 mph as estimated by nomograph reading. The speed limit on A Street is 30 mph.

FINLEY was at fault in this accident and cited for speeding and failure to have his vehicle under control.

This accident could have been prevented if FINLEY had been traveling the posted speed limit. Future similar accidents can be prevented if Security Police will use preventive enforcement techniques in this area.

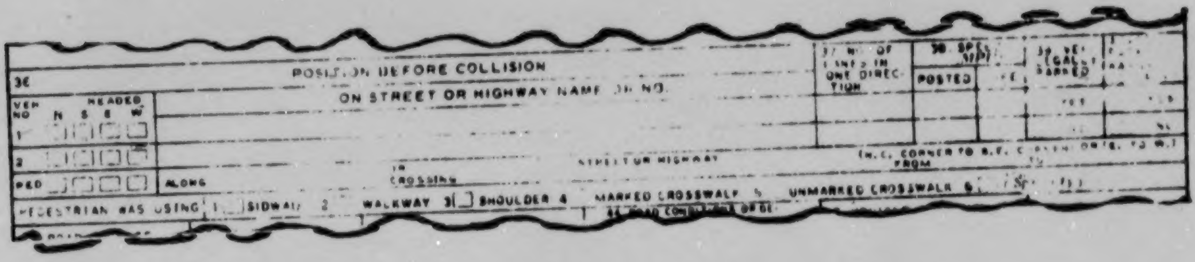
Supplemental Report No. 2

This investigation revealed that Vehicle No. 1 (GROSS) was proceeding north on Chili Drive. The pedestrian (CANNON) was proceeding east across Chili in the roadway. GROSS stated that Vehicle No. 1 had just merged onto Chili Drive from 14 Street. GROSS slowed down and looked right for traffic although he did have the right of way. When GROSS looked forward again, he saw CANNON and began to brake. CANNON stated that he was crossing Chili Drive when he saw Vehicle No. 1 and froze. A witness (SULLIVANT) was standing next to the yield sign on Chili Drive. SULLIVANT stated that he saw Vehicle No. 1 but did not see CANNON until the headlights of Vehicle No. 1 illuminated CANNON. SULLIVANT stated that Vehicle No. 1 was almost at a complete stop when the vehicle struck CANNON. The time was 2030 hours, it was dark and the street lights were not on. The speed of vehicle No. 1 was estimated at 15 mph by nomograph reading.

CANNON was at fault for not crossing in a crosswalk (improper crossing).

This accident could have been prevented had CANNON used caution and a crosswalk in crossing the street. Future accidents may be prevented by correcting the streetlights on Chili Drive.

**CANNON was not carrying a flashlight or wearing light clothing which may have contributed to the seriousness of this accident.



36 POSITION BEFORE COLLISION

ON STREET OR HIGHWAY NAME OR NO.

VEH NO HEADED N S E W

1 ☐ ☐ ☐ ☐

2 ☐ ☐ ☐ ☐

PED ☐ ☐ ☐ ☐ ALONG IN CROSSING STREET OR HIGHWAY (N.E. CORNER TO S.E. CORNER OR E. TO W.) FROM

37 NO. OF LANES IN ONE DIRECTION

38 SPEED (MPH) POSTED

39 LEGALLY PARKED

PEDESTRIAN WAS USING 1 ☐ SIDEWALK 2 ☐ WALKWAY 3 ☐ SHOULDER 4 ☐ MARKED CROSSWALK 5 ☐ UNMARKED CROSSWALK 6 ☐

Item 36. POSITION BEFORE COLLISION:

Vehicle No. 1: Check the block that designates the compass direction vehicle No. 1 was traveling and record on what street or highway name or number.

Vehicle No. 2. Check the block that designates the compass direction vehicle No. 2 was traveling and record street or highway name or number.

Pedestrian: Check the block that designates the compass direction the pedestrian was traveling to include whether he was walking along or crossing the street or highway; also if he was crossing from the N.E. corner to S.E. corner or E. to W.

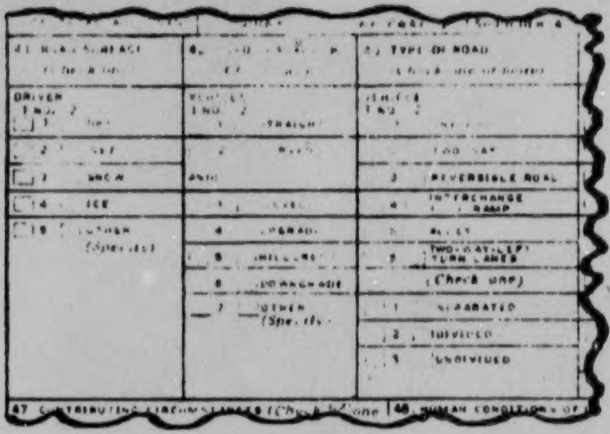
Pedestrian Was Using: Check the block that designates where the pedestrian was walking.

Item 37. NO. OF LANES IN ONE DIRECTION: Record the number of lanes on road where each vehicle was traveling.

Item 38. SPEED (MPH): Record the posted and the safe speed for condition prevailing for each vehicle.

Item 39. VEHICLE LEGALLY PARKED: Record if vehicle was legally parked and insert the number of the vehicle to which you are referring.

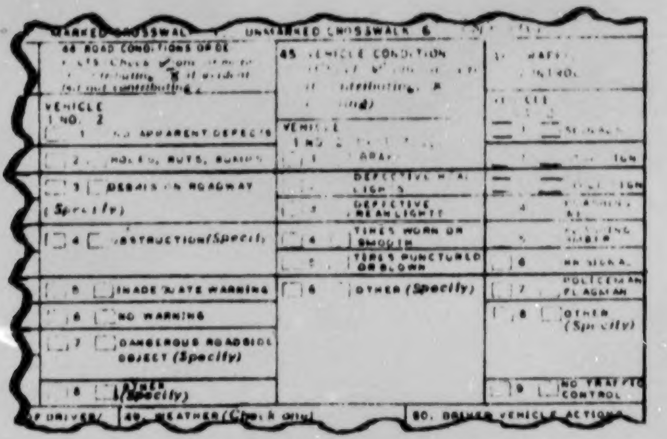
Item 40. IF PARKED, WAS VEHICLE OCCUPIED: Record requested information by checking appropriate block, and insert the number of the vehicle to which you are referring.



Item 41. ROAD SURFACE: Check a block for each vehicle that indicates the condition of the road surface at the time of the collision.

Item 42. ROAD CHARACTER: Check two blocks for each vehicle that indicates the road upon which the collision occurred.

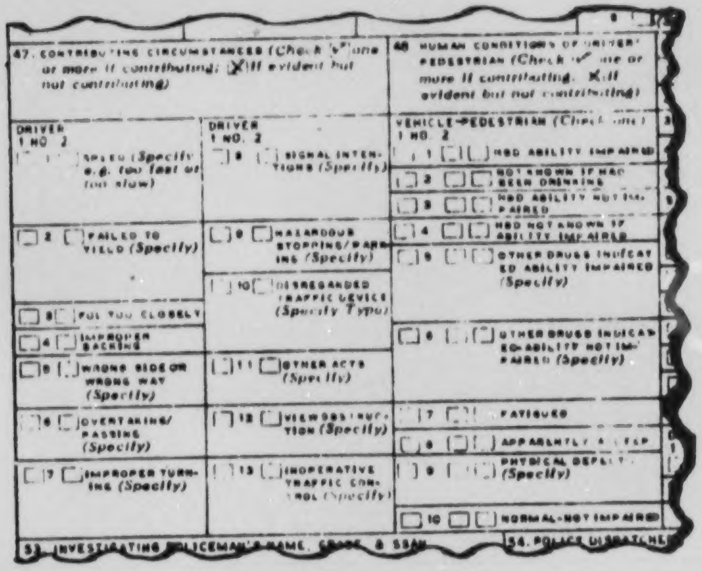
Item 43. TYPE OF ROAD: Check one or more blocks for each vehicle that indicates the total number of lanes available for travel. Also check one block that indicates whether the road is separated, divided, or undivided.



Item 44. ROAD CONDITIONS OR DEFECTS: Place a check (✓) mark for each vehicle in one or more appropriate block(s) if the listed conditions were present and contributing. Place an "X" if the listed conditions were present but not contributing.

Item 45. VEHICLE CONDITION: Place a check (✓) mark for each vehicle in one or more appropriate block(s) if the listed conditions were present and contributing. Place an "X" if the conditions were present but not contributing.

Item 46. TRAFFIC CONTROL: Mark an "X" for each vehicle in the appropriate block(s) that indicate the type of traffic control present.



47. CONTRIBUTING CIRCUMSTANCES (Check "✓" one or more if contributing; "X" if evident but not contributing)

DRIVER
1 NO. 2
☐ 1 ☐ SPEED (Specify e.g. too fast or too slow)
☐ 2 ☐ FAILED TO YIELD (Specify)
☐ 3 ☐ FOL LOW CLOSELY
☐ 4 ☐ IMPROPER BACKING
☐ 5 ☐ WRONG SIDE OR WRONG WAY (Specify)
☐ 6 ☐ OVERTAKING/PASSING (Specify)
☐ 7 ☐ IMPROPER TURNING (Specify)

DRIVER
1 NO. 2
☐ 8 ☐ SIGNAL INTENTIONS (Specify)
☐ 9 ☐ HAZARDOUS STOPPING/PARKING (Specify)
☐ 10 ☐ DISREGARDED TRAFFIC DEVICE (Specify Type)
☐ 11 ☐ OTHER ACTS (Specify)
☐ 12 ☐ VIEW OBSTRUCTION (Specify)
☐ 13 ☐ INOPERATIVE TRAFFIC CONTROL (Specify)

48. HUMAN CONDITIONS OF DRIVER/PEDESTRIAN (Check "✓" one or more if contributing. "X" if evident but not contributing)

VEHICLE→PEDESTRIAN (Check one)
1 NO. 2
☐ 1 ☐ ☐ HBD ABILITY IMPAIRED
☐ 2 ☐ ☐ NOT KNOWN IF HAD BEEN DRINKING
☐ 3 ☐ ☐ HBD ABILITY NOT IMPAIRED
☐ 4 ☐ ☐ HBD NOT KNOWN IF ABILITY IMPAIRED
☐ 5 ☐ ☐ OTHER DRUGS INDICATED ABILITY IMPAIRED (Specify)
☐ 6 ☐ ☐ OTHER DRUGS INDICATED ABILITY NOT IMPAIRED (Specify)
☐ 7 ☐ ☐ FATIGUED
☐ 8 ☐ ☐ APPARENTLY ASLEEP
☐ 9 ☐ ☐ PHYSICAL DEFECT (Specify)
☐ 10 ☐ ☐ NORMAL-NOT IMPAIRED

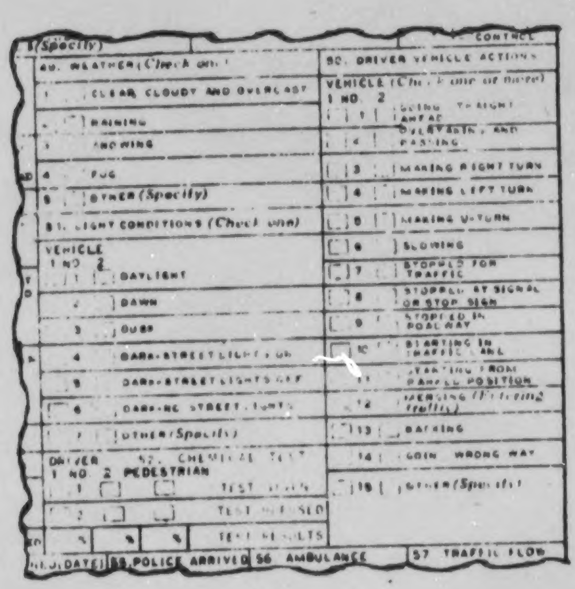
53. INVESTIGATING POLICEMAN'S NAME, GRADE & SSAN

54. POLICE DISPATCHE

Item 47. CONTRIBUTING CIRCUMSTANCES: Place a check (✓) mark for each vehicle in one or more appropriate circumstance blocks listed if circumstances *did* contribute to the accident. Mark an "X" in each block for each vehicle in one or more appropriate circumstances blocks listed if evident, but *not* a contributing factor to the accident.

Item 48. HUMAN CONDITIONS OF DRIVER: Place a check (✓) mark for each driver or pedestrian in one or more blocks of listed conditions if a contributing factor to the accident. Mark an "X" for each driver or pedestrian in one or more blocks of listed conditions if condition is evident but NOT contributing to the accident.

NOTE: HBD stands for *Had Been Drinking.*



(Specify)

CONTROL

49. WEATHER (Check one)

1 ☐ CLEAR, CLOUDY AND OVERCAST
2 ☐ RAINING
3 ☐ SNOWING
4 ☐ FOG
5 ☐ OTHER (Specify)

51. LIGHT CONDITIONS (Check one)

VEHICLE
1 NO. 2
☐ 1 ☐ DAYLIGHT
2 ☐ DAWN
3 ☐ DUSK
4 ☐ DARK-STREET LIGHTS ON
5 ☐ DARK-STREET LIGHTS OFF
☐ 6 ☐ DARK-NO STREET LIGHTS
7 ☐ OTHER (Specify)

DRIVER 52. CHEMICAL TEST
1 NO. 2 PEDESTRIAN
1 ☐ ☐ TEST GIVEN
2 ☐ ☐ TEST REFUSED
% % % TEST RESULTS

50. DRIVER VEHICLE ACTIONS

VEHICLE (Check one or more)
1 NO. 2
☐ 1 ☐ GOING STRAIGHT AHEAD
☐ 2 ☐ OVERTAKING AND PASSING
☐ 3 ☐ MAKING RIGHT TURN
☐ 4 ☐ MAKING LEFT TURN
☐ 5 ☐ MAKING U-TURN
☐ 6 ☐ SLOWING
☐ 7 ☐ STOPPED FOR TRAFFIC
☐ 8 ☐ STOPPED AT SIGNAL OR STOP SIGN
☐ 9 ☐ STOPPED IN ROADWAY
☐ 10 ☐ STARTING IN TRAFFIC LANE
11 STARTING FROM PARKED POSITION
12 MERGING (Entering traffic)
☐ 13 ☐ BACKING
14 GOING WRONG WAY
☐ 15 ☐ OTHER (Specify)

DATE | 55. POLICE ARRIVED | 56 AMBULANCE | 57 TRAFFIC FLOW

Item 49. WEATHER: Place a check (✓) mark in the appropriate blocks listed indicating the weather condition.

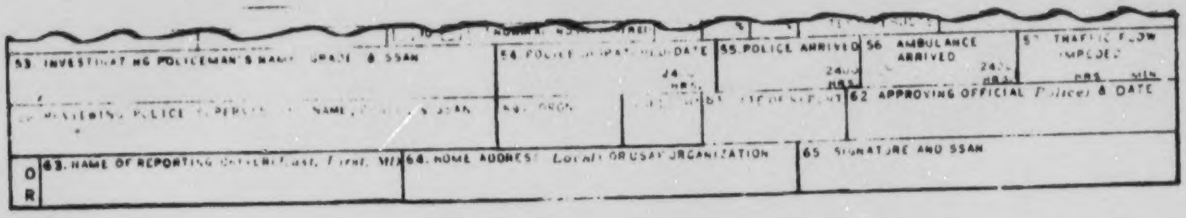
Item 50. DRIVER VEHICLE ACTIONS: Place a check (✓) mark for each vehicle in one or more of the appropriate listed vehicle action blocks.

Item 51. LIGHT CONDITIONS: Place a (✓) mark for each vehicle in one appropriate block listing light conditions.

NOTE: Areas of Items 49-51 which do not apply may be blackened out.

Example — 1 ☑ ~~CLEAR~~, CLOUDY AND ~~OVERCAST~~

Item 52. CHEMICAL TEST. Place a check (✓) mark for each driver or pedestrian in the appropriate block indicating if individual was given or refused a chemical test and if given, record percentage results.



53. INVESTIGATING POLICEMAN'S NAME, GRADE & SSAN

54. POLICE DISPATCHED DATE 24 HRS.

55. POLICE ARRIVED 2400 HRS.

56 AMBULANCE ARRIVED 2400 HRS.

57 TRAFFIC FLOW IMPEDED HRS. MIN

REVIEWING POLICE SUPERVISOR NAME, SSAN

ORGN.

DATE OF REPORT

62 APPROVING OFFICIAL (Initial) & DATE

OR

63. NAME OF REPORTING OFFICER (Last, First, MI)

64. HOME ADDRESS (Local) OR USAF ORGANIZATION

65 SIGNATURE AND SSAN

Item 53. INVESTIGATING POLICEMAN: Record name, grade, and SSAN of senior patrolman on scene or any other qualified patrolman.

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Item 54. POLICE DISPATCHED DATE: Record date and military time you are dispatched.

Item 55. POLICE ARRIVED: Record military time you arrived on the scene.

Item 56. AMBULANCE ARRIVED: Record in military time when the ambulance arrived on the scene.

Item 57. TRAFFIC FLOW IMPEDED: Record the amount of time in hours and minutes that traffic flow was impeded.

Item 58 - 62. These items will be accomplished by your supervisor.

Items 63 - 65. These items are accomplished by a driver who fills out an AF Form 1315. This accident was not investigated by the Security Police. Although the Security Policeman may assist the driver in the completion of the form, the patrolman will *not* sign or be responsible for the accuracy of the information stated on the form.

SUMMARY

AF Form 1315 is not a difficult form. Patrolmen make this form difficult by not reading the directions and by not using a valuable tool to Security Police—common sense.

Summary Questions

1. What are the four purposes of the field sketch?

2. What must all field sketches and diagrams contain?

3. What must a narrative describe?

4. If the accident is not investigated by Security Police, who may fill out an AF Form 1315?

903

Military Police Motor Vehicle Traffic Supervision
AR 190-5/OPNAVINST 11200.5B/AFR 125-14/MCO 5110.1B
DSAR 5720.1

*Table 6-1. Suspension/Revocation of Driving Privileges
Point Assessment for Moving Traffic Violations.

Manslaughter (or negligent homicide by Vehicle) resulting from the operation of a motor vehicle.

Driving or being in actual physical control of a motor vehicle while under the influence of intoxicating liquor (.10% or greater).

Driving a motor vehicle while an habitual user or under the influence or any narcotic or while under the influence of any drug to a degree rendering him incapable of safe operation thereof.

Any felony in the commission of which a motor vehicle is used. Fleeing the death-scene, or personal injury. (Hit and Run, see 10-UVC.)

Perjury or making false affidavit or statement under oath to responsible officials or under law or regulations relating to ownership or operation of motor vehicles.

Unauthorized use of a motor vehicle belonging to another whose act does not amount to a felony.

One-year revocation is mandatory on conviction. (See 6-205, UVC.)

Refusal to submit to chemical tests. (Implied consent.)

Six-months revocation is mandatory. (See 6-205, UVC.)

. . . .

Exceeded stated speed limit or speed too fast for conditions:

1 to 10 miles per hour over posted speed limit	3 points
11 to 15 miles per hour	4 points
Over 15 but not more than 20 miles per hour	5 points
Failure to yield (no official sign involved)	4 points

NOTE: The above portion of Table 6-1 is not complete. It is an example of the maximum assessment that can be used by the installation commander. The purpose of the point assessment program is to provide an impartial and uniform device for evaluating driving performance of military and civilian DOD personnel. The DD Form 1408 is used for this purpose. A DD Form 1805 is based on a monetary assessment system and is not used for active duty military personnel (see bibliography).

GLOSSARY OF TERMS

CHAPTER ONE

Air Force Form — A document designed for Air Force use only.

CPR — Cardiopulmonary Resuscitation; A medical term used for a method of restarting the heart after heart failure. Classes in this first-aid method are strongly encouraged for civilian and military fire, police and medical persons.

Deterrent — An action that strongly discourages an action by another.

Ground Safety — An on-base Air Force office that creates policy, keeps statistics and evaluates reports in the interest of the safety of Air Force personnel and property.

Department of Defense Form — A document designed for use by all branches of the service and within the Department of Defense.

Impartial Judgment — A fair and just decision based upon facts and not personal prejudices.

Regulation Supplements — Command or Base policy that explains or specifies current Air Force policy but does not alter/preempt Air Force policy. These supplements usually encompass specific situations relevant to that base or region.

Scaled Diagram — In traffic accident investigation, a sketch denoting the scene of an accident, the position of debris, vehicles and necessary objects which has been carefully measured to show exact angles and given an inches-to-feet scale (example — 1 inch equals 20 feet).

Special Posts — A post not normally assigned on the duty schedule but one that becomes necessary to the Security Police mission (example — access entry post for a building found insecure or found to have a malfunctioning alarm).

Staff Judge Advocate — An on base Air Force office which supports and interprets the legal actions of Security Police.

Standard Form — A document designed for use by any government agency justifying its need for existence.

Triangulation — A method of fixing the location of vehicles and debris by measurement between the subject and two fixed objects.

VASCAR — Visual Average Speed Computer and Recorder; a module computer designed to determine the speed of a target vehicle by use of a mathematical formula.

CHAPTER TWO

Primary Road — An on base roadway designed for the efficient and orderly flow of traffic to and through the busier areas of the base.

Secondary Road — An on base roadway designed to alleviate heavy traffic areas of unnecessary traffic and reach the necessary but less traveled areas of the base.

Traffic Control Device — Permanent or temporary signs or lights which control and direct the behavior of motorists for an efficient and orderly flow of traffic.

CHAPTER THREE

Calibration — certified test which shows that a tuning fork, speed gun or speedometer is functioning properly and that the device can be used for determining target vehicle speed.

Traffic Statistics — Facts and reports kept for review to determine what can be done to establish or aid the safe and efficient flow of traffic.

Traffic Ticket Quota — A means of insuring patrolman job participation which is NOT encouraged by the Air Force. The amount of tickets written in the Air Force is determined by the traffic risks in the area and upon the individual discretion of the patrolman.

Chapter Four

CHAPTER FOUR

ASAP — The Department of Transportation Alcohol Safety Action Project supported by all military services and civilian police agencies. A government program designed to deter motorists from using intoxicants.

Disbarment Letter — A letter given to civilians (including dependents) who have endangered the lives and property on a military installation. This policy is dictated by the base commander.

Drug, Alcohol and Substance Abuse — In the eyes of Security Police, any intoxicating substance (prescribed or otherwise) which is abused to the point of noticably endangering the individual or others. This includes anything swallowed, injected, sniffed or inhalated which produces an intoxicating effect.

Revocation of Base Driving Privileges — A right reserved to the base commander which bars an individual from using a motor vehicle within the boundaries of the installation.

CHAPTER FIVE

Abrasion — A medical term meaning a wound caused by skin being scraped off.

Coefficient — A coefficient of friction; a number representing the resistance met when one object slides on another. An example is skidding tires on a pavement.

Collusion — Discussion of a situation, with or without alterior motive, which creates one view point.

Disabling Accident —

Distorted Member — Any bend or break in the limb or trunk of the body of a person which indicates injury.

Divert — In traffic control, to move traffic away from a trouble area.

Nondisabling —

Physical Evidence — Any item that can be impounded and produced as pertinent material in a trial. This includes debris, the vehicles, open containers and untampered with photos and measurements that can be verified.

Reliable and Pertinent Information — Fact or statement which can be verified and has bearing on the case being investigated.

REFERENCES

Baker, J. Stannard. *Traffic Accident Investigator's Manual for Police.* Evanston, Illinois: The Traffic Institute, Northwestern University, 1969.

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AFM 125-3, *Security Police Handbook.* Washington, D. C.: Department of the Air Force.

AFR 125-14, *Motor Vehicle Traffic Supervision.* Washington, D. C.: Department of the Air Force, 1 August 1973.

FM 19-25, *Military Police Traffic Operations.* Ft. Gordon, GA and Ft. McClellan, ALA: The Department of the Army, April 1976.

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WORKBOOKS

3ABR81132–IV-5

Technical Training

Law Enforcement Specialist

TRAFFIC MANAGEMENT
AND
ACCIDENT INVESTIGATION

30 November 1976

(Revised)

HEADQUARTERS 3250TH TECHNICAL TRAINING WING (ATC)
(USAF Technical Training School)
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

FOREWORD

This workbook is designed for use by students in course, 3ABR81230, Law Enforcement Specialist, to support the study guide. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the USAF Security Police Academy. Knowledges acquired from using the study guide will help you perform the exercises, solve the problems, or answer the questions presented in this workbook. It was designed using instructional system development principles and concepts. This workbook may be retained by the student.

CONTENTS

Title	*Page*
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Speed Measuring Devices	4-1
Alcohol Countermeasures Equipment	5-1
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AF Form 1315	7-1

USAF Security Police Academy
Lackland Air Force Base, Texas

WB 3ABR81230—IV-5
30 November 1976

TRAFFIC MANAGEMENT AND ACCIDENT INVESTIGATION

INTRODUCTION

Traffic management and accident investigation represents a major portion of our everyday duties as security police men and women. Protection of life and property is the basis of our security police mission. Traffic management and accident investigation are prominent activities within that mission.

INFORMATION

What is traffic management and accident investigation? It is maintaining an orderly flow of traffic with MINIMUM control and direction.

Traffic — The movement of vehicles, pedestrians and animals over roads or pathways.

Roadway Traffic Management — The maintenance of order on roadways within existing regulations to make their use safe and expeditious. This includes traffic control, accident investigation and enforcement of Air Force and civilian policies when applicable.

All persons involved in traffic control contribute to the maintaining of an orderly flow of traffic. From the individual flight member who actually performs traffic duties, to the desk sergeant, to the flight chief and continuing up to the chief of security police the responsibilities remain basically the same. They are:

- Maintain a safe and efficient flow of traffic.
- Recognize and resolve problem traffic congestion.
- Enforce traffic regulations and laws.
- Maintain safety and security at accident scenes.
- Prepare and review traffic reports and related documents.
- Evaluate traffic management and make recommendations for improvement within any area.

In summary, it should be emphasized that the most important element of a good traffic management plan is the person who performs the actual traffic duties. Despite adverse weather conditions, impatient drivers or personal problems you are tasked to perform your duties with courtesy and professionalism. You must maintain an orderly flow of traffic with minimum control and direction.

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SUMMARY QUESTIONS

1. What is traffic management and accident investigation?

2. Name the responsibilities of security police in maintaining traffic control.

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USAF Security Police Academy
Lackland Air Force Base, Texas

WB 3ABR81230—IV-5
30 November 1976

TRAFFIC TICKETS

OBJECTIVES

In completing this exercise you will:

Write a moving traffic violation on a situation given to you.

Write a parking violation on a situation given to you.

PROCEDURE

This exercise is divided into two sections. Each section includes directions on how to accomplish it. Read these directions carefully before proceeding with the section.

SECTION I

INSTRUCTIONS

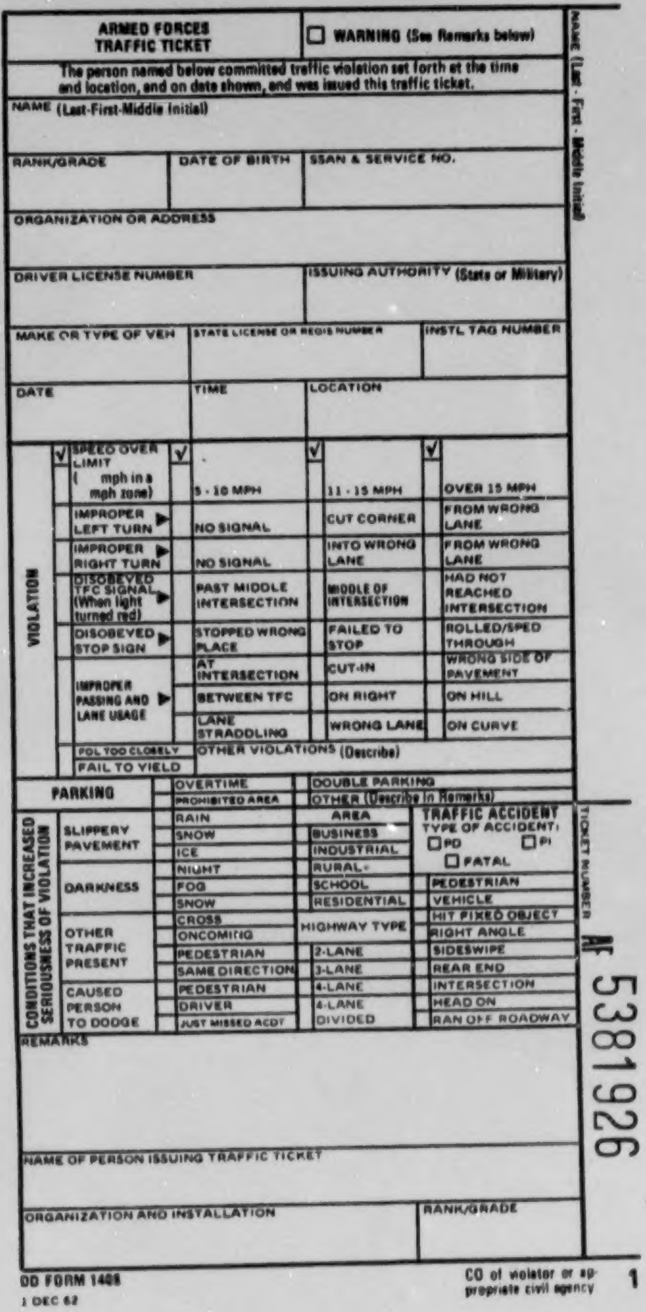
Read the following situation and then turn to the blank tickets marked for situation 1 and fill out the form as if you are citing the offender. Sign your name, print your rank and squadron in the applicable spaces on the form.

SITUATION 1. You are a member of the 3700 Security Police Squadron at Lackland AFB, Texas. On today's date, you are assigned to patrol duty, on the 1600- to 2400-hour shift, in the NCO housing area. While stopped on 1st Street near the corner of Bong Ave, at 2115 hours, you observe a vehicle traveling east on Bong Ave, a two-way street, at a speed which appears to be in excess of the posted 25 mph speed limit. You proceed to clock the vehicle utilizing your speedgun unit 609. The speedgun denotes his speed to be 37 mph. You activate your red lights to get the driver's attention. He pulls over at the corner of Bong Ave and 6th Street. You then radio the desk sergeant that you have a 10-32 on a white, 2-door sedan, 1970 Ford, Texas license HJW-100, with one male occupant, at the corner of Bong Ave and 6th Street. You leave the red lights and emergency flasher on due to a heavy flow of traffic from all directions. You then approach the violator. Identify yourself; inform him of the violation; and ask him for his DD Form 2AF, civilian driver's license and his organization. The violator informs you that he works for the 7500 Supply Squadron at Kelly AFB, Texas. After receiving the documents, you walk to the front of the vehicle and find a Kelly AFB installation tag, D-123. You then return to your vehicle to write the ticket.

INFORMATION ON VIOLATOR

The violator is David P. King, TSgt, USAF, FR654-98-2586, date of birth is 22 May 40, valid Texas driver's license 73607306. You give to the violator the pink copy of DD Form

1408 and return his documents to him. You explain the offense and the instructions on the pink copy. You then help TSgt King back into the flow of traffic and return to your vehicle to complete the yellow copy of the form.



ARMED FORCES TRAFFIC TICKET	☐ **WARNING** (See Remarks below)

The person named below committed traffic violation set forth at the time and location, and on date shown, and was issued this traffic ticket.

NAME (Last-First-Middle Initial)

NAME (Last - First - Middle Initial)

RANK/GRADE	DATE OF BIRTH	SSAN & SERVICE NO.
ORGANIZATION OR ADDRESS		
DRIVER LICENSE NUMBER	ISSUING AUTHORITY (State or Military)	
MAKE OR TYPE OF VEH	STATE LICENSE OR REGIS NUMBER	INSTL TAG NUMBER
DATE	TIME	LOCATION

VIOLATION

✓		✓		✓		✓	
	SPEED OVER LIMIT (mph in a mph zone)		5 - 10 MPH		11 - 15 MPH		OVER 15 MPH
	IMPROPER LEFT TURN ▶		NO SIGNAL		CUT CORNER		FROM WRONG LANE
	IMPROPER RIGHT TURN ▶		NO SIGNAL		INTO WRONG LANE		FROM WRONG LANE
	DISOBEYED TFC SIGNAL (When light turned red) ▶		PAST MIDDLE INTERSECTION		MIDDLE OF INTERSECTION		HAD NOT REACHED INTERSECTION
	DISOBEYED STOP SIGN ▶		STOPPED WRONG PLACE		FAILED TO STOP		ROLLED/SPED THROUGH
	IMPROPER PASSING AND LANE USAGE ▶		AT INTERSECTION		CUT-IN		WRONG SIDE OF PAVEMENT
			BETWEEN TFC		ON RIGHT		ON HILL
			LANE STRADDLING		WRONG LANE		ON CURVE
	FOL TOO CLOSELY	OTHER VIOLATIONS (Describe)					
	FAIL TO YIELD						

PARKING		OVERTIME		DOUBLE PARKING
		PROHIBITED AREA		OTHER (Describe in Remarks)

CONDITIONS THAT INCREASED SERIOUSNESS OF VIOLATION

SLIPPERY PAVEMENT		RAIN	AREA		**TRAFFIC ACCIDENT** TYPE OF ACCIDENT: ☐ PD ☐ PI ☐ FATAL	
		SNOW		BUSINESS		
		ICE		INDUSTRIAL		
DARKNESS		NIGHT		RURAL		
		FOG		SCHOOL		PEDESTRIAN
		SNOW		RESIDENTIAL		VEHICLE
OTHER TRAFFIC PRESENT		CROSS	HIGHWAY TYPE			HIT FIXED OBJECT
		ONCOMING				RIGHT ANGLE
		PEDESTRIAN		2-LANE		SIDESWIPE
		SAME DIRECTION		3-LANE		REAR END
CAUSED PERSON TO DODGE		PEDESTRIAN		4-LANE		INTERSECTION
		DRIVER		4-LANE DIVIDED		HEAD ON
		JUST MISSED ACDT				RAN OFF ROADWAY

REMARKS

NAME OF PERSON ISSUING TRAFFIC TICKET

ORGANIZATION AND INSTALLATION	RANK/GRADE

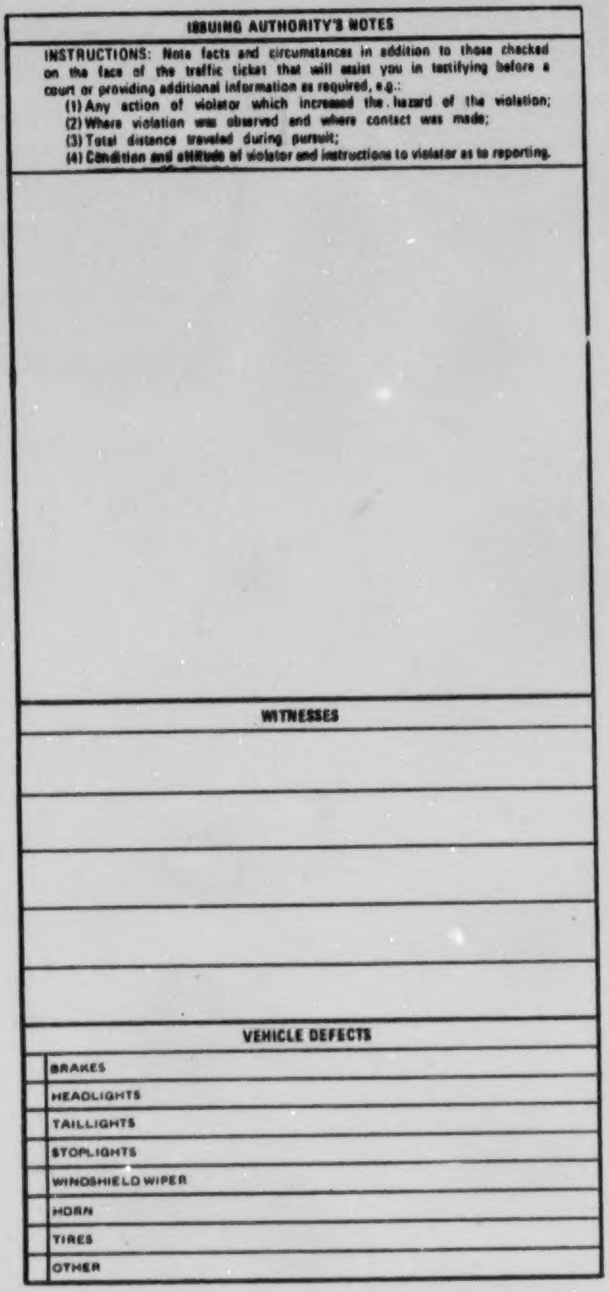
TICKET NUMBER

AF 5381926

DD FORM 1408
1 DEC 62

CO of violator or appropriate civil agency 1

Situation 1. (White copy)



ISSUING AUTHORITY'S NOTES

INSTRUCTIONS: Note facts and circumstances in addition to those checked on the face of the traffic ticket that will assist you in testifying before a court or providing additional information as required, e.g.:

(1) Any action of violator which increased the hazard of the violation;
(2) Where violation was observed and where contact was made;
(3) Total distance traveled during pursuit;
(4) Condition and attitude of violator and instructions to violator as to reporting.

WITNESSES

VEHICLE DEFECTS

☐ BRAKES
☐ HEADLIGHTS
☐ TAILLIGHTS
☐ STOPLIGHTS
☐ WINDSHIELD WIPER
☐ HORN
☐ TIRES
☐ OTHER

Yellow copy

INSTRUCTIONS TO VIOLATOR

☐ Inform your commanding officer, supervisor, or sponsor of this violation. The original copy of this traffic ticket will be forwarded in accordance with established procedures.
☐ You may obtain further information concerning this traffic ticket from the installation law enforcement office.
☐ SPECIAL INSTRUCTIONS:

Pink copy

905

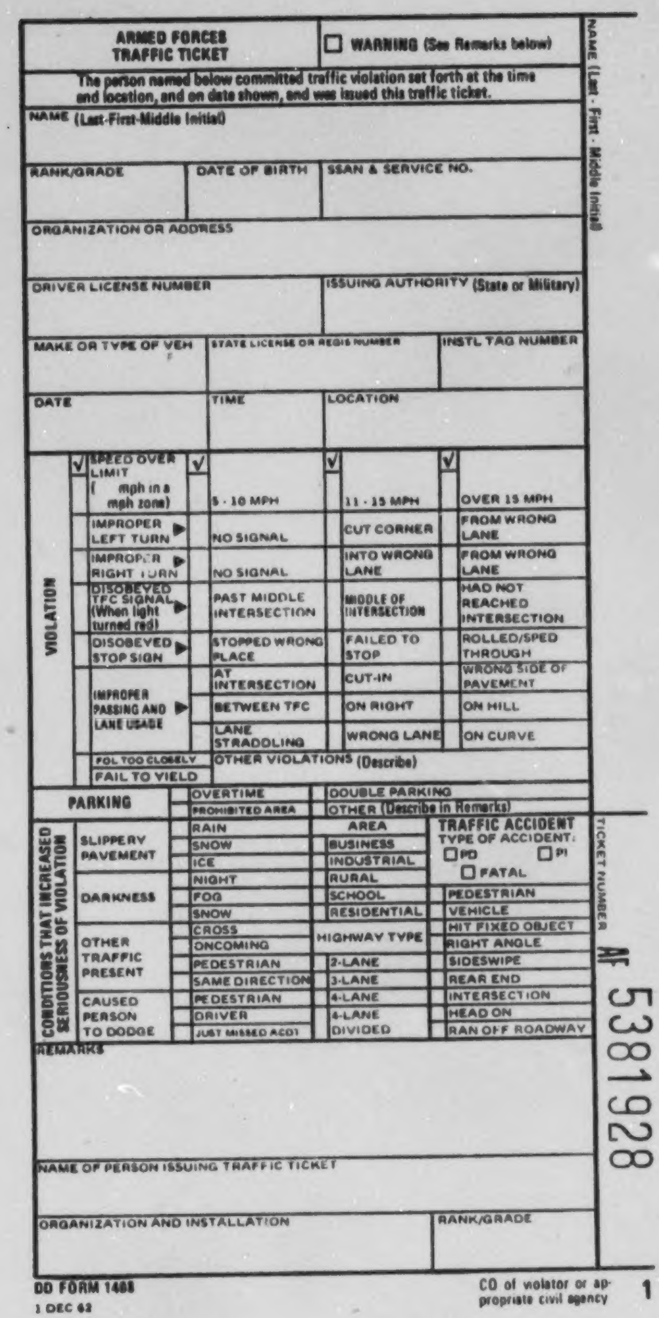
SECTION II

INSTRUCTIONS

Read the following situation and then turn to the blank tickets marked for situation 2 and fill out the forms as if you are citing the offender. Sign your name, print your rank and squadron in the applicable spaces on the form. Remember to leave blank any spaces that do not apply or spaces that will be filled in by the desk sergeant.

SITUATION 2. You are a member of the 3700 Security Police Squadron at Lackland AFB, Texas, and working as a patrolman. At 1500 hours, today's date , you are patrolling your area and find a blue 1974 Nova (Chevrolet), Texas license LUV YOU, Lackland AFB tag DBC-543, parked 5 feet from a fire hydrant in front of Building 892 on Nellis Street. You dismount, approach and find the the vehicle empty and locked. You cite the vehicle, leaving the pink copy under the windshield of the vehicle.

The blank copies for situation 2 are on the following pages.



ARMED FORCES TRAFFIC TICKET

☐ **WARNING** (See Remarks below)

The person named below committed traffic violation set forth at the time and location, and on date shown, and was issued this traffic ticket.

NAME (Last-First-Middle Initial)

RANK/GRADE | DATE OF BIRTH | SSAN & SERVICE NO.

ORGANIZATION OR ADDRESS

DRIVER LICENSE NUMBER | ISSUING AUTHORITY (State or Military)

MAKE OR TYPE OF VEH | STATE LICENSE OR REGIS NUMBER | INSTL TAG NUMBER

DATE | TIME | LOCATION

VIOLATION	√	SPEED OVER LIMIT (mph in a mph zone)	√	5 - 10 MPH	√	11 - 15 MPH	√	OVER 15 MPH
		IMPROPER LEFT TURN ▶		NO SIGNAL		CUT CORNER		FROM WRONG LANE
		IMPROPER RIGHT TURN ▶		NO SIGNAL		INTO WRONG LANE		FROM WRONG LANE
		DISOBEYED TFC SIGNAL (When light turned red) ▶		PAST MIDDLE INTERSECTION		MIDDLE OF INTERSECTION		HAD NOT REACHED INTERSECTION
		DISOBEYED STOP SIGN ▶		STOPPED WRONG PLACE		FAILED TO STOP		ROLLED/SPED THROUGH
		IMPROPER PASSING AND LANE USAGE ▶		AT INTERSECTION		CUT-IN		WRONG SIDE OF PAVEMENT
				BETWEEN TFC		ON RIGHT		ON HILL
				LANE STRADDLING		WRONG LANE		ON CURVE
		FOL TOO CLOSELY	OTHER VIOLATIONS (Describe)					
		FAIL TO YIELD						

PARKING		OVERTIME		DOUBLE PARKING
		PROHIBITED AREA		OTHER (Describe in Remarks)

CONDITIONS THAT INCREASED SERIOUSNESS OF VIOLATION	SLIPPERY PAVEMENT		RAIN	AREA		TRAFFIC ACCIDENT TYPE OF ACCIDENT: ☐ PD ☐ PI ☐ FATAL	
			SNOW		BUSINESS		
			ICE		INDUSTRIAL		
	DARKNESS		NIGHT		RURAL		
			FOG		SCHOOL		PEDESTRIAN
			SNOW		RESIDENTIAL		VEHICLE
	OTHER TRAFFIC PRESENT		CROSS	HIGHWAY TYPE			HIT FIXED OBJECT
			ONCOMING				RIGHT ANGLE
			PEDESTRIAN		2-LANE		SIDESWIPE
			SAME DIRECTION		3-LANE		REAR END
	CAUSED PERSON TO DODGE		PEDESTRIAN		4-LANE		INTERSECTION
			DRIVER		4-LANE DIVIDED		HEAD ON
			JUST MISSED ACDT				RAN OFF ROADWAY

REMARKS

NAME OF PERSON ISSUING TRAFFIC TICKET

ORGANIZATION AND INSTALLATION | RANK/GRADE

NAME (Last - First - Middle Initial)

TICKET NUMBER

AF 5381928

DD FORM 1408
1 DEC 62

CO of violator or appropriate civil agency 1

Situation 2. (White copy)

907

ISSUING AUTHORITY'S NOTES

INSTRUCTIONS: Note facts and circumstances in addition to those checked on the face of the traffic ticket that will assist you in testifying before a court or providing additional information as required, e.g.:

(1) Any action of violator which increased the hazard of the violation;
(2) Where violation was observed and where contact was made;
(3) Total distance traveled during pursuit;
(4) Condition and attitude of violator and instructions to violator as to reporting.

WITNESSES

VEHICLE DEFECTS

☐	BRAKES
☐	HEADLIGHTS
☐	TAILLIGHTS
☐	STOPLIGHTS
☐	WINDSHIELD WIPER
☐	HORN
☐	TIRES
☐	OTHER

Yellow copy

INSTRUCTIONS TO VIOLATOR

☐ Inform your commanding officer, supervisor, or sponsor of this violation. The original copy of this traffic ticket will be forwarded in accordance with established procedures.

☐ You may obtain further information concerning this traffic ticket from the installation law enforcement office.

☐ SPECIAL INSTRUCTIONS:

Pink copy

918

Instructor's Initials ____________

908

USAF Security Police Academy
Lackland AFB, Texas

WB 3ABR81230—IV-5
30 November 1976

TRAFFIC DIRECTION

OBJECTIVES

In completing this exercise you will:

Identify the four standard hand and arm signals.

Identify the items necessary to determine an intersection control point.

Identify the three procedures used to clear a traffic tieup.

PROCEDURE

This exercise is divided into three sections. Each section includes directions on how to accomplish it. Read these directions carefully before proceeding with the section.

SECTION I

INSTRUCTIONS

Identify the four standard hand and arm signals by placing an "X" beside those correct signals listed below.

_____ 1. Turn signal.

_____ 2. Caution signal.

_____ 3. Go signal.

_____ 4. Stop signal.

_____ 5. Wait signal.

_____ 6. Change direction of flow.

919

909

SECTION II

INSTRUCTIONS

Identify those items that determine the intersection control point by placing an "X" beside the correct responses listed below.

_____ 1. Design of intersection.

_____ 2. Lighting conditions.

_____ 3. Minimum control needed.

_____ 4. Traffic lights and signs.

_____ 5. Traffic flow and direction of travel.

SECTION III

INSTRUCTIONS

Identify the procedures used in clearing a traffic jam by placing an "X" beside the correct statements listed below.

_____ 1. Stop all traffic.

_____ 2. Move larger vehicles first.

_____ 3. Locate key vehicle.

_____ 4. Cite key vehicles.

_____ 5. Reestablish traffic flow.

Instructor's Initials _________

910

USAF Security Police Academy
Lackland AFB, Texas

WB 3ABR81230—IV-5
30 November 1976

SPEED MEASURING DEVICES

OBJECTIVES

After completing this unit, you will be able to identify the characteristics of the Speedgun and the Pacing method.

PROCEDURE

Identify each of the following procedures as a characteristic of either the Pacing method or Speedgun by placing PACING or SPEEDGUN in the blank space in front of the statement.

__________ 1. Calibration every 60 days.

__________ 2. Patrolman must maintain a constant interval between his vehicle and the target vehicle.

__________ 3. The patrol vehicle must be travelling the same speed as the target vehicle.

__________ 4. The unit operates by using a microwave.

__________ 5. ARG will make the range adjustments for you.

__________ 6. This unit uses a tuning fork for calibration.

Instructor's Initials __________

911

USAF Security Police Academy
Lackland AFB, Texas

WB 3ABR81230—IV-5
30 November 1976

ALCOHOL COUNTERMEASURES EQUIPMENT

OBJECTIVE

After completing this unit, you will have a basic understanding of the patrolman's role in alcohol countermeasures.

PROCEDURES

Place a T in the blank before the statement if it is true and an F if it is false concerning the alcohol countermeasures program and equipment.

_____ 1. Patrolmen have the responsibility to detect, observe and reprimand drivers under the influence of alcohol and drugs.

_____ 2. A driver who refuses a chemical test for intoxication has the right to legal counsel even though he was not questioned.

_____ 3. Possible intoxication can not be used as probable cause for stopping a suspect vehicle.

_____ 4. A chemical test for intoxication is not mandatory for a conviction under Article 111, UCMJ (Drunk/Reckless Driving).

_____ 5. The DD Form 1920, Alcohol Influence Report, must be filled out completely to be admissible in court.

_____ 6. The BAT is a chemical test of the blood for alcohol.

_____ 7. A person with a BAQ of .12 percent would be considered drunk in most states.

_____ 8. The symptoms of disease and the signs of intoxication are often similar.

922

Instructor's Initials__________

USAF Security Police Academy
Lackland AFB, Texas

WB 3ABR81230—IV-5
30 November 1976

TRAFFIC ACCIDENT INVESTIGATION

OBJECTIVE

After completing this unit, you will be able to identify the purposes and responsibilities of traffic accident investigation.

PROCEDURES

This exercise is divided into eight sections. Each section includes directions on how to accomplish it. Read these directions carefully before proceeding with the section.

SECTION I

INSTRUCTIONS

Identify each of the following statements as part of the three basic purposes of traffic accident investigation by placing the name of the appropriate purpose in the blank space in front of the statement.

________________ 1. Directly involves the security police mission of protection of life and property.

________________ 2. The patrolman must gather information to find who or what initially made the accident happen.

________________ 3. Your purpose is to describe what happened.

________________ 4. The patrolman must decide who or what was responsible.

________________ 5. The patrolman must determine what contributed to the seriousness of the accident.

________________ 6. Determining fault requires reviewing how and why the accident happened.

Instructor's Initial __________

913

SECTION II

INSTRUCTIONS

Place a D in the blank before the statement if it describes a disabling accident and an N if it describes a nondisabling accident.

_____ 1. A person involved in an accident does not appear injured but complains of back pain.

_____ 2. The engine of one of the involved vehicles will not start.

_____ 3. An Air Force truck accidently hit by a privately-owned vehicle.

_____ 4. The who, what, when, where of an accident was recorded on AF Form 53.

_____ 5. An accident occurred that must be documented on AF Form 1315.

Instructor's Initials __________

SECTION III

INSTRUCTIONS

Identify each of the following statements as part of "Proceeding To" or "Arriving At" the scene of an automobile accident by placing the name of the appropriate step in front of the statement.

______________ 1. The location, number of vehicles, and other emergency vehicles in route, if possible, be given to you by the desk sergeant.

______________ 2. Restricted vehicle movement prevents the possibility of destroying or damaging evidence.

______________ 3. Vehicle headlights illuminating the scene should not be facing oncoming traffic.

______________ 4. Wasting time can be avoided by being familiar with the intersections and amount of traffic flow.

______________ 5. The patrol vehicle may be used as a roadblock.

______________ 6. Code 2 is a request for the right of way but not a guarantee.

924

Instructor's Initials __________

SECTION IV

INSTRUCTIONS

Identify each of the following statements as part of the five responsibilities of keeping the accident from getting worse by placing the name of the responsibility in the blank in front of the statement.

______________ 1. An involved vehicle should, if possible, remain at its original position to avoid destroying evidence.

______________ 2. If the patrolman puts out a fire at a vehicle accident scene, he should still notify the fire department.

______________ 3. Signs or a patrolman may be posted at an intersection away from the accident to divert traffic.

______________ 4. Mark the tire positions of the involved vehicles.

______________ 5. Talk to every occupant and visually examine them.

______________ 6. Insure that the ignition switches of the involved vehicles are off.

______________ 7. An AF Form 52 is used by the patrolman when assuming responsibility for government or private property.

______________ 8. Accidents create confusion and a congregation of curious spectators.

______________ 9. When possible, individual owners should secure their property.

______________ 10. Sometimes, the principals can walk around showing no apparent physical difficulty.

Instructor's Initials ______________

915

SECTION V

INSTRUCTIONS

Place an X to the front of each statement that is correct concerning interviewing principals and witnesses of a traffic accident.

_____ 1. The physical condition of the principals is a contributing cause to variations in their statements.

_____ 2. The principals involved in the accident are questioned alone to eliminate conflict.

_____ 3. Statements from children should be ignored since the statements are not admissible in court.

_____ 4. Minor discrepancies should be treated the same way as major discrepancies are to prevent coercion.

_____ 5. A patrolman should ask for further proof of identification in addition to a driver's license.

_____ 6. Asking indirect questions of witnesses yields more usable information.

_____ 7. Physical evidence should be compared with statements to verify or disapprove the information.

_____ 8. Written statements are automatically required from witnesses since they are not hurt or in shock.

_____ 9. The attitude of the driver prior to the collison is unimportant.

Instructor's Initials __________

SECTION VI

INSTRUCTIONS

Place a T in the blank before the statement if it is true and an F if it is false concerning gathering physical evidence.

_____ 1. An accelerating scuff will leave a light impression which will gradually become darker.

_____ 2. The concentration of debris will always be heaviest at the possible point of impact.

_____ 3. Tire condition will not affect a nomograph reading.

_____ 4. Skidmarks are made by tires that are turning at a slower rate of speed than the vehicle is traveling.

_____ 5. Measuring skids assist in reconstruction of the accident and determining the exact speed of the vehicles.

_____ 6. A skip is a space between skidmarks caused by brake release.

_____ 7. The mechanical and physical condition of a vehicle in an accident should be noted.

_____ 8. Humidity will not affect driver's visibility.

_____ 9. A gap is a space between skidmarks caused by the tires of the vehicle becoming airborne.

_____ 10. Skidmarks have two distinct parts: a light shaded area and a solid black area at the end of the skid.

_____ 11. To determine a vehicle's speed prior to the accident, skidmark measurements must include: gouges, scratches, scuffs and gaps.

_____ 12. Distortion and illusion create driving hazards that influence the driver's reaction.

_____ 13. Skidmarks will always show the position and direction of travel of a vehicle prior to impact.

Instructor's Initials __________

SECTION VII

INSTRUCTIONS

Complete each of the following statements (concerning traffic accident form completion) with the correct word or words.

1. The two points usually triangulated on a diagram are the ____________________________ and the ____________________________.

2. AF Form 53, Security Police Desk Blotter, records the _____, _____, ______, and __________ of a nondisabling accident.

3. AF Form 1315, Uniform Police Traffic Collision Report, will be filled out for all ________________________ accidents.

4. There should be a _____________ for each photo taken.

5. DD Form 1920, Alcohol Influence Report, is used when a driver is suspected of being intoxicated by ____________________.

6. AF Form 52, Property/Evidence Receipt, is used to _______________ items of personal or legal value.

7. _______________ is used to record an offense connected with an accident.

8. Photographs taken at the scene of an accident should include ________________, ________________ and _________________________.

9. In triangulation, the base of the triangle is the distance between ___________________.

10. The purpose of triangulation is _________________________________.

Instructor's Initials _________

SECTION VIII

INSTRUCTIONS

Place an X beside those statements which reflect proper procedure concerning accident analysis and followup actions.

_____ 1. The object of accident analysis is reconstruction of the accident.

_____ 2. The six stages of an accident are: possible point of perception, point of perception, point, point of no escape, point of impact, point of maximum engagement and final resting place.

_____ 3. The two approaches to the reconstruction are reverse and scaled analysis.

_____ 4. Followup may involve seeking our persons who failed to stop and render aid.

_____ 5. Interviewing principals and witnesses does not have to end at the scene.

Instructor's Initials _________

USAF Security Police Academy
Lackland AFB, Texas

WB 3ABR81230—IV-5
30 November 1976

AF FORM 1315

OBJECTIVE

Upon completing this unit, you will be able to identify and complete AF Form 1315.

PROCEDURES

This exercise is divided into three sections. Each section includes directions on how to accomplish it. Read these directions carefully before proceeding with the section.

SECTION I

INSTRUCTIONS

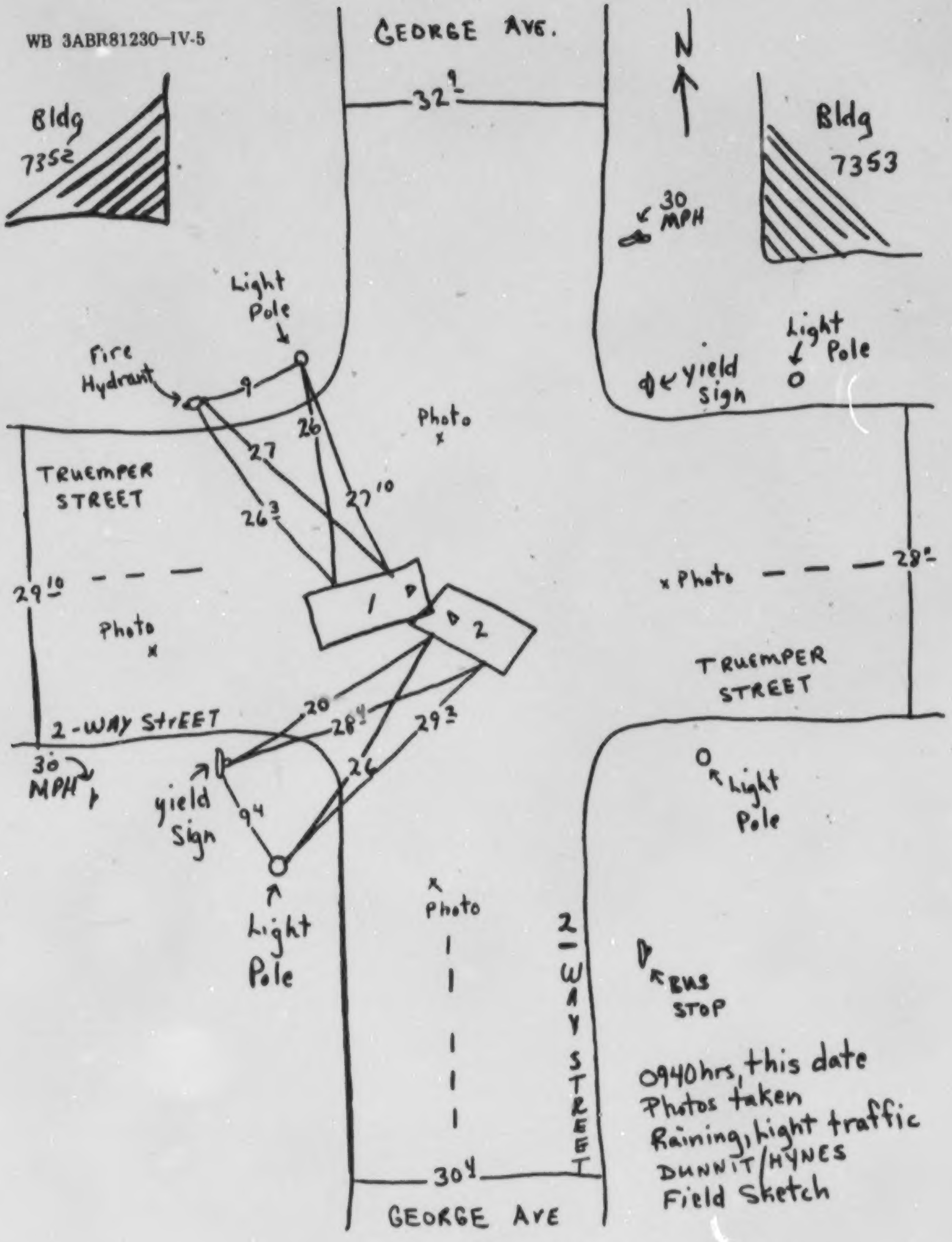
Given the following situation, field sketch, and statements complete the AF Form 1315 on pages 7-7 and 7-8. Use a pencil and your study guide for reference.

SITUATION 1. You are assigned to the 3709 SPS, Lackland AFB, Bexar County, Texas 78236. You were dispatched to intersection of George Avenue and Truemper Street by the desk sergeant at 0945 hours, this date. It was raining and the visibility was fair. The roads at the intersection appeared to be straight and level with no defects. Your arrival time was 0950 hours. An ambulance arrived for Mrs. Hynes at 1000 hours and transferred her to Wilford Hall Medical Center (WHMC) for treatment. Mrs. Hynes received minor head injuries. The following information was taken from Mrs. Hynes' dependent ID card:

Edith L. Hynes
SSAN: 484-70-3636
DOB: 1 Jan 49

Mrs. Hynes resides with her husband on base, 240 Stratolifter Circle, Lackland AFB, Texas.

SSgt Hynes and Sgt Dunnit each completed an AF Form 1169 and 1170. You recorded the mileage of Dunnit's vehicle as 68,432.9; his vehicle sustained right front headlight and bumper damage. The windshield wipers were not working. The mileage of Hynes' vehicle was 25,689.1; his vehicle sustained front bumper, grill and radiator damage and was towed to Southside Auto Repair, 1148 A Street, San Antonio, Texas. Both drivers were upset but in good physical condition. Neither driver appeared or complained to be injured. There were no skidmarks on the road due to the rain. The scene was cleared at 1030 hours.



0940hrs, this date
Photos taken
Raining, Light traffic
DUNNIT/HYNES
Field Sketch

STATEMENT OF WITNESS

Bldg 1000, LAFB, Tx
(Place)
TODAY'S
(Date)

I, DOUGLAS J. DUNNIT, SGT, 111-22-3333, hereby state that ________ has identified himself to me as SECURITY POLICE PATROLMAN USAF.
(Special Agent AFOSI, Security Police, Other Specify)

I do hereby voluntarily and of my own free will make the following statement without having been subjected to any coercion, unlawful influence or unlawful inducement DJD

DJD I own a green, 2 door, 1969 Chevy impala; vehicle I.D. #22113398; Texas license plate # HKL-487; base decal sticker #AYL-394, L.AFB, Tx. My insurance company is Top Premium Insurance Co, San Antonio, Tx. My driver's license number is CALIF #N4379826. My AFSC is 70250. My birthdate is 23 Aug 52. DJD Around 0940 hrs, this morning, I was headed east on Truemper Street. My windshield wipers are broken and I just didn't see the yield sign until I was about 20 feet from the other car. I hit the brakes and swerved but I didn't stop in time. I did have my seat belts on. DJD

DJD

DJD

DJD

AF FORM 1168 JUN PREVIOUS EDITION WILL BE USED

Page 1 of 2 Pages
DJD

CONTINUATION SHEET FOR AF FORM 1168 and 1169.

DJD

DJD

NOT USED

DJD

DJD

I further state that I have read this entire statement, initialed all pages and corrections, and signed this statement, and that it is correct and true as written. DJD

WITNESSES:

(Signature)

3279 Sturon, Ext 2919, LAFB, Tx.
(Address)

(Signature)

(Address)

(Signature)

(Address)

Subscribed and sworn to before me, a person authorized by law to administer oaths, this

_____ day of _____ 19 _____

at _____.

(Signature of Person Administering Oath.)

(Type Name, Grade & Title of Person Administering Oath.)

AF FORM JUL 75 1170 PREVIOUS EDITION WILL BE USED.

PAGE 2 OF 2 PAGES.
DJD

STATEMENT OF WITNESS

Bldg 1000, LAFB, Tx
(Place)
TODAY'S
(Date)

I, Thomas J. HYNES, 484-70-4987, SSGT hereby state that has identified himself to me as a SECURITY POLICE PATROLMAN USAF.
(Special Agent AFOSI, Security Police, Other Specify)

I voluntarily and of my own free will make the following statement without having been subjected to any coercion, unlawful influence or unlawful inducement TJH

TJH I own a white convertible, 1973 Ford galaxie; vehicle I.D. number 6744009; Texas License Plate HJG-123; Base Decal # A4L-948. My driver's license # is Texas 6347826. My insurance company is Erin Insurance Co, San Antonio, Texas. My AFSC is 65170. My birthdate is 8 JUN 47. TJH

Appx 0940 hrs, I was headed north on George Ave. I just started to turn left when I saw a green car to my left about 15 feet away. I applied my brakes but it was too late. I had my seat belts on but Edith, my wife, did not. Edith was sitting in front seat by her window and hit the dashboard when that guy hit us. TJH

TJH

TJH

TJH

AF FORM 1168 JUN PREVIOUS EDITION WILL BE USED

Page 1 of 2 Pages
TJH

WB 3ABR81230–IV-5

CONTINUATION SHEET FOR AF FORM 1168 and 1169.

TJH

TJH

NOT

USED

TJH

TJH

I further state that I have read this entire statement, initialed all pages and corrections, and signed this statement, and that it is correct and true as written. TJH

WITNESSES:

Thomas J Hynes
(Signature)

3700 SUPPLY, LAFB, Tx, Ext. 4309
(Address)

____
(Signature)

____
(Address)

____
(Signature)

____
(Address)

Subscribed and sworn to before me, a person authorized by law to administer oaths, this

________ day of ______________ 19 ____

at ______________________.

____
(Signature of Person Administering Oath.)

____
(Type Name, Grade & Title of Person Administering Oath.)

PAGE OF PAGES

UNIFORM POLICE TRAFFIC COLLISION REPORT

Use typewriter or ball point pen *(dark ink)*, block print clearly. Answer all questions possible. When information is not available mark it "UNK" *(unknown)*. If more than two vehicles are involved use additional forms and alter vehicle and driver number appropriately. If more space is required for accident diagram or description, use a separate sheet of paper.

NO. *(FOR OFFICE USE ONLY)*

1. STATE *(Province)*
2. COUNTRY *(Other than US)*
3. DATE OF COLLISION — MONTH | DAY | YEAR
4. DAY OF COLLISION — SUN 7 | MON 1 | TUE 2 | WED 3 | THU 4 | FRI 5 | SAT 6
5. TIME *(Use 2400 hour)*
6. COUNTY
7. ☐ STATE ROUTE ☐ COUNTY ROAD ☐ CITY STREET ☐ MILITARY RESERVATION ROAD ☐ OTHER *(Specify)*
8. MILES ☐ N ☐ S ☐ E ☐ W ☐ IN ☐ OF — AF INSTALLATION *(City or Town)*
9. ON *(Name & no. St. or Highway)*
10. ON *(Intersecting with St. or road)*
11. NON-INTERSECTION BETWEEN STREET AND STREET
12. DISTANCE AND DIRECTION FROM REFERENCE OR CROSS STREET ☐ MILES ☐ FEET ☐ N ☐ S ☐ E ☐ W OF
13. TOTAL NO. OF VEHICLES INVOLVED IN COLLISION
14. ☐ VEHICLE-PARKED VEHICLE ☐ VEHICLE-OTHER OBJECT ☐ NON-COLLISION *(Overturn)* ☐ OTHER NON-COLLISION *(Specify)* ☐ VEHICLE-VEHICLE ☐ VEHICLE-PEDAL CYCLIST ☐ HIT & RUN ☐ VEHICLE-OBJECT *(Fixed)* ☐ VEHICLE-RR TRAIN ☐ STOLEN VEHICLE ☐ VEHICLE-PEDESTRIAN ☐ VEHICLE-ANIMAL ☐ HAZARDOUS MATERIAL
15. SEVERITY — NO. KILLED | NO. INJURED ☐ PROPERTY DAMAGE ONLY
16. OBJECT STRUCK *(Name of object struck and owner's name)*
17. LOCATION OF OBJECT STRUCK ☐ IN ROADWAY FEET ☐ N ☐ S ☐ E ☐ W OF RD. EDGE
18. ESTIMATED DAMAGE ☐ MAJOR ☐ MINOR ☐ DESTROYED

19. DRIVER NO. 1

NAME *(Last, First, Middle) (If active duty military include grade & SSAN)*

STREET ADDRESS

CITY, STATE, ZIP CODE, AND PHONE NO.

LICENSE NO. *(If driver of US Govt Veh. also enter SF 46 No.)* | CLASS | STATE | SEX | DATE OF BIRTH MO. DAY YR.

OCCUPATION *(If active duty military substitute AFSC)* | FIRM NAME AND PHONE NO.

CODES — INJURY CLASS 3 | SEAT BELT 4 | EJECTION 5

NATURE OF INJURIES

REMOVED FROM SCENE BY: TO

20. VEHICLE NO. 1

YEAR | MAKE *(Dodge-Chev.)* | MODEL *(Dart-Nova)* | STYLE *(2 Dr.-Conv.)*

COLOR | LIC. PLATE NO. | STATE & YR. | TRAILER PLATE NO. | STATE & YR.

VEHICLE IDENTIFICATION NO. | ODOMETER

REGISTERED OWNER'S NAME *(Last, First, Middle)*

OWNER'S ADDRESS

21. DRIVER NO. 2

NAME *(Last, First, Middle) (If active duty military include grade & SSAN)* (IF PEDESTRIAN CHECK) ☐

STREET ADDRESS

CITY, STATE, ZIP CODE, AND PHONE NO.

LICENSE NO. *(If driver of US Govt Veh. also enter SF 46 No.)* | CLASS | STATE | SEX | DATE OF BIRTH MO. DAY YR.

OCCUPATION *(If active duty military substitute AFSC)* | FIRM NAME AND PHONE NO.

CODES — INJURY CLASS 3 | SEAT BELT 4 | EJECTION 5

NATURE OF INJURIES

REMOVED FROM SCENE BY: TO

22. VEHICLE NO. 2

YEAR | MAKE *(Dodge-Chev.)* | MODEL *(Dart-Nova)* | STYLE *(2 Dr.-Conv.)*

COLOR | LIC. PLATE NO. | STATE & YR. | TRAILER PLATE NO. | STATE & YR.

VEHICLE IDENTIFICATION NO. | ODOMETER

REGISTERED OWNER'S NAME *(Last, First, Middle)*

OWNER'S ADDRESS

23. NAME AND ADDRESS OF INSURANCE CO. OR AGENT

24. NAME AND ADDRESS OF INSURANCE CO. OR AGENT

25. TRAFFIC VIOLATIONS — CITATION NO. ☐ DD 1408 ☐ DD 1805

ENFORCEMENT ACTION

26. TRAFFIC VIOLATIONS — CITATION NO. ☐ DD 1408 ☐ DD 1805

27. NAME, ADDRESS AND INJURIES OF PERSONS INVOLVED

OCCUPANTS/WITNESSES

	CODES		1	-	2	3	4	5
	SEX	AGE	STATUS	IN VEH. NO.	SEAT POSN	INJ. CLASS	SEAT BELT	EJECT
NAME ADDRESS NATURE OF INJURIES — REMOVED FROM SCENE BY: — TO								
NAME ADDRESS NATURE OF INJURIES — REMOVED FROM SCENE BY: — TO								
NAME ADDRESS NATURE OF INJURIES — REMOVED FROM SCENE BY: — TO								
NAME ADDRESS NATURE OF INJURIES — REMOVED FROM SCENE BY: — TO								
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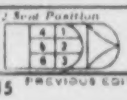
NAME ADDRESS NATURE OF INJURIES — REMOVED FROM SCENE BY: — TO								
NAME ADDRESS NATURE OF INJURIES — REMOVED FROM SCENE BY: — TO								

CODES

1 Status
1. PASSENGER
2. PEDESTRIAN
3. BICYCLIST
4. OTHER
5. WITNESS

2 Seat Position



7. OTHER POSITION *(bus-motorcycle)*
8. POSITION UNKNOWN

3 Injury Class
1. NO INJURY
2. DEAD AT SCENE
3. DEAD ON ARRIVAL
4. DIED IN HOSPITAL OR LATER
5. DISABLING INJURY
6. NON-DISABLING *(evident)* INJURY
7. POSSIBLE INJURY

4. Seat Belt
1. NOT INSTALLED
2. NOT IN USE
3. USED
4. UNKNOWN
5. SEAT BELT FAILURE

5. Ejection
1. NOT EJECTED
2. TOTALLY EJECTED
3. PARTIALLY EJECTED
4. UNKNOWN IF EJECTED

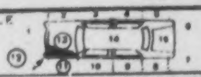
AF FORM FEB 78 1315 PREVIOUS EDITION WILL BE USED

925

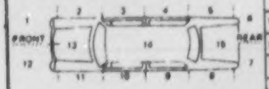
PAGE OF PAGES

VEHICLE DAMAGE INSTRUCTIONS:
1. IN EACH BOX, CIRCLE THE NUMBER OF EACH DAMAGE AREA.
2. SHADE AREA OF SEVEREST IMPACT.
3. DRAW ARROW(S) TO SHOW PRINCIPAL DIRECTION OF FORCE.

EXAMPLE



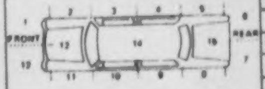
DAMAGED VEHICLE NO. 1



13. HOOD
14. ROOF
15. TRUNK
16. UNDER-CARRIAGE
17. OVERTURN

(USE THIS SPACE FOR SKETCHING DAMAGE TO TRAILERS, MOTORCYCLES, ETC.)

DAMAGED VEHICLE NO. 2



13. HOOD
14. ROOF
15. TRUNK
16. UNDER-CARRIAGE
17. OVERTURN

28. SEVERITY OF DAMAGE: VEHICLE NO. 1
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

29. SEVERITY OF DAMAGE: OTHER VEHICLE
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

30. SEVERITY OF DAMAGE: VEHICLE NO. 2
1 ☐ DISABLING DAMAGE 3 ☐ OTHER M.V. DAMAGE
2 ☐ FUNCTIONAL DAMAGE 4 ☐ NO DAMAGE

31. TOWED BY
TO

32. TOWED BY
TO

33. TOWED BY
TO

34. DIAGRAM OF COLLISION

1. IDENTIFY:
   - ROADWAY & RDWY. FEATURES
   - VEHICLES
   - PEDESTRIANS
   - OBJECTS ON/OFF ROADWAY
   - TRAFFIC CONTROLS
   - SKIDMARKS
   - UNUSUAL/TEMP. CONDITIONS (Ice patch construction areas etc.)
2. LOCATE PROBABLE POINT OF IMPACT
3. SHOW VEHICLE, PEDESTRIAN OR OBJECT POSITIONS AT IMPACT
4. SHOW PROBABLE VEHICLE OR PEDESTRIAN PATHS BEFORE AND AFTER COLLISION.

☐ CHECK IF DIAGRAM ATTACHED

DRAW ARROW IN CIRCLE SHOWING NORTH ○

DESCRIPTION OF COLLISION

35. Indicate what probably happened before, during and after the crash. Include information not on diagram, e.g. driver disability, reduced visibility, pedestrian clothing color, construction or repair work etc. Re: Footnote 4,Seat Belt - Indicate by comment if harness part of assembly was available but not in use. Also, for two wheeled vehicle accidents indicate by comment if approved helmet was not used. Re: Footnote 5,Ejection - If a fire resulted from the accident indicate by comment.

☐ CHECK IF SUPPLEMENTAL NARRATIVE ATTACHED

36. VEH NO.	HEADED N	S	E	W	POSITION BEFORE COLLISION — ON STREET OR HIGHWAY NAME OR NO.	37. NO. OF LANES IN ONE DIRECTION	38. SPEED (MPH) POSTED	SAFE	39. VEH. LEGALLY PARKED	40. IF PARKED, WAS VEH OCCUPIED
1	☐	☐	☐	☐					☐ YES ☐ NO	☐ YES ☐ NO
2	☐	☐	☐	☐						
PED	☐	☐	☐	☐	ALONG OR CROSSING STREET OR HIGHWAY	(N.S. CORNER TO S.E. CORNER) OR (E. TO W.) FROM TO				

PEDESTRIAN WAS USING 1 ☐ SIDWALK 2 ☐ WALKWAY 3 ☐ SHOULDER 4 ☐ MARKED CROSSWALK 5 ☐ UNMARKED CROSSWALK 6 ☐ OTHER (Specify)

41. ROAD SURFACE (Check one)
DRIVER 1 NO. 2
☐ 1 ☐ DRY
☐ 2 ☐ WET
☐ 3 ☐ SNOW
☐ 4 ☐ ICE
☐ 5 ☐ OTHER (Specify)

42. ROAD CHARACTER (Check two)
VEHICLE 1 NO. 2
☐ 1 ☐ STRAIGHT
☐ 2 ☐ CURVED
AND:
☐ 3 ☐ LEVEL
☐ 4 ☐ UPGRADE
☐ 5 ☐ HILLCREST
☐ 6 ☐ DOWNGRADE
☐ 7 ☐ OTHER (Specify)

43. TYPE OF ROAD (Check one or more)
VEHICLE 1 NO. 2
☐ 1 ☐ ONE WAY
☐ 2 ☐ TWO WAY
☐ 3 ☐ REVERSIBLE ROAD
☐ 4 ☐ INTERCHANGE LOOP RAMP
☐ 5 ☐ ALLEY
☐ 6 ☐ TWO-WAY-LEFT TURN LANES
(Check one)
☐ 1 ☐ SEPARATED
☐ 2 ☐ DIVIDED
☐ 3 ☐ UNDIVIDED

44. ROAD CONDITIONS OR DEFECTS (Check ☑ one or more if contributing; ☒ if evident but not contributing.)
VEHICLE 1 NO. 2
☐ 1 ☐ NO APPARENT DEFECTS
☐ 2 ☐ HOLES, RUTS, BUMPS
☐ 3 ☐ DEBRIS ON ROADWAY (Specify)
☐ 4 ☐ OBSTRUCTION (Specify)
☐ 5 ☐ INADEQUATE WARNING
☐ 6 ☐ NO WARNING
☐ 7 ☐ DANGEROUS ROADSIDE OBJECT (Specify)
☐ 8 ☐ OTHER (Specify)

45. VEHICLE CONDITION (Check ☑ one or more if contributing; ☒ if existing)
VEHICLE 1 NO. 2 DEFECTIVE
☐ 1 ☐ BRAKES
☐ 2 ☐ DEFECTIVE HEAD LIGHTS
☐ 3 ☐ DEFECTIVE REAR LIGHTS
☐ 4 ☐ TIRES WORN OR SMOOTH
☐ 5 ☐ TIRES PUNCTURED OR BLOWN
☐ 6 ☐ OTHER (Specify)

46. TRAFFIC CONTROL
VEHICLE 1 NO. 2
☐ 1 ☐ SIGNALS
☐ 2 ☐ STOP SIGN
☐ 3 ☐ YIELD SIGN
☐ 4 ☐ FLASHING RED
☐ 5 ☐ FLASHING AMBER
☐ 6 ☐ NO SIGNAL
☐ 7 ☐ POLICEMAN FLAGMAN
☐ 8 ☐ OTHER (Specify)
☐ 9 ☐ NO TRAFFIC CONTROL

47. CONTRIBUTING CIRCUMSTANCES (Check ☑ one or more if contributing; ☒ if evident but not contributing)
DRIVER 1 NO. 2
☐ 1 ☐ SPEED (Specify e.g. too fast or too slow)
☐ 2 ☐ FAILED TO YIELD (Specify)
☐ 3 ☐ FOL TOO CLOSELY
☐ 4 ☐ IMPROPER BACKING
☐ 5 ☐ WRONG SIDE OR WRONG WAY (Specify)
☐ 6 ☐ OVERTAKING/PASSING (Specify)
☐ 7 ☐ IMPROPER TURNING (Specify)
DRIVER 1 NO. 2
☐ 8 ☐ SIGNAL INTENTIONS (Specify)
☐ 9 ☐ HAZARDOUS STOPPING/PARKING (Specify)
☐ 10 ☐ DISREGARDED TRAFFIC DEVICE (Specify Type)
☐ 11 ☐ OTHER ACTS (Specify)
☐ 12 ☐ VIEW OBSTRUCTION (Specify)
☐ 13 ☐ INOPERATIVE TRAFFIC CONTROL (Specify)

48. HUMAN CONDITIONS OF DRIVER/PEDESTRIAN (Check ☑ one or more if contributing; ☒ if evident but not contributing)
VEHICLE—PEDESTRIAN (Check one)
1 NO. 2
☐ 1 ☐ ☐ HBD ABILITY IMPAIRED
☐ 2 ☐ ☐ NOT KNOWN IF HAD BEEN DRINKING
☐ 3 ☐ ☐ HBD ABILITY NOT IMPAIRED
☐ 4 ☐ ☐ HBD NOT KNOWN IF ABILITY IMPAIRED
☐ 5 ☐ ☐ OTHER DRUGS INDICATED ABILITY IMPAIRED (Specify)
☐ 6 ☐ ☐ OTHER DRUGS INDICATED ABILITY NOT IMPAIRED (Specify)
☐ 7 ☐ ☐ FATIGUED
☐ 8 ☐ ☐ APPARENTLY ASLEEP
☐ 9 ☐ ☐ PHYSICAL DEFECTS (Specify)
☐ 10 ☐ ☐ NORMAL-NOT IMPAIRED

49. WEATHER (Check one)
1 ☐ CLEAR, CLOUDY AND OVERCAST
2 ☐ RAINING
3 ☐ SNOWING
4 ☐ FOG
5 ☐ OTHER (Specify)

51. LIGHT CONDITIONS (Check one)
VEHICLE 1 NO. 2
☐ 1 ☐ DAYLIGHT
☐ 2 ☐ DAWN
☐ 3 ☐ DUSK
☐ 4 ☐ DARK-STREET LIGHTS ON
☐ 5 ☐ DARK-STREET LIGHTS OFF
☐ 6 ☐ DARK-NO STREET LIGHTS
☐ 7 ☐ OTHER (Specify)

DRIVER 1	NO. 2	PEDESTRIAN	52. CHEMICAL TEST
☐ 1	☐	☐	TEST GIVEN
☐ 2	☐	☐	TEST REFUSED
%	%	%	TEST RESULTS

50. DRIVER/VEHICLE ACTIONS
VEHICLE (Check one or more)
1 NO. 2
☐ 1 ☐ GOING STRAIGHT AHEAD
☐ 2 ☐ OVERTAKING AND PASSING
☐ 3 ☐ MAKING RIGHT TURN
☐ 4 ☐ MAKING LEFT TURN
☐ 5 ☐ MAKING U-TURN
☐ 6 ☐ SLOWING
☐ 7 ☐ STOPPED FOR TRAFFIC
☐ 8 ☐ STOPPED AT SIGNAL OR STOP SIGN
☐ 9 ☐ STOPPED IN ROADWAY
☐ 10 ☐ STARTING IN TRAFFIC LANE
☐ 11 ☐ STARTING FROM PARKED POSITION
☐ 12 ☐ MERGING (Entering traffic)
☐ 13 ☐ BACKING
☐ 14 ☐ GOING WRONG WAY
☐ 15 ☐ OTHER (Specify)

53. INVESTIGATING POLICEMAN'S NAME, GRADE, & SSAN
54. POLICE DISPATCHED (DATE) 2400 HRS.
55. POLICE ARRIVED 2400 HRS.
56. AMBULANCE ARRIVED 2400 HRS.
57. TRAFFIC FLOW IMPEDED HRS MIN
58. REVIEWING POLICE SUPERVISOR'S NAME, GRADE, & SSAN
59. ORGN.
60. FLIGHT
61. DATE OF REPORT
62. APPROVING OFFICIAL (Police) & DATE
63. NAME OF REPORTING DRIVER (Last, First, MI)
64. HOME ADDRESS (Local) OR UNIT OR ORGANIZATION
65. SIGNATURE AND SSAN

0

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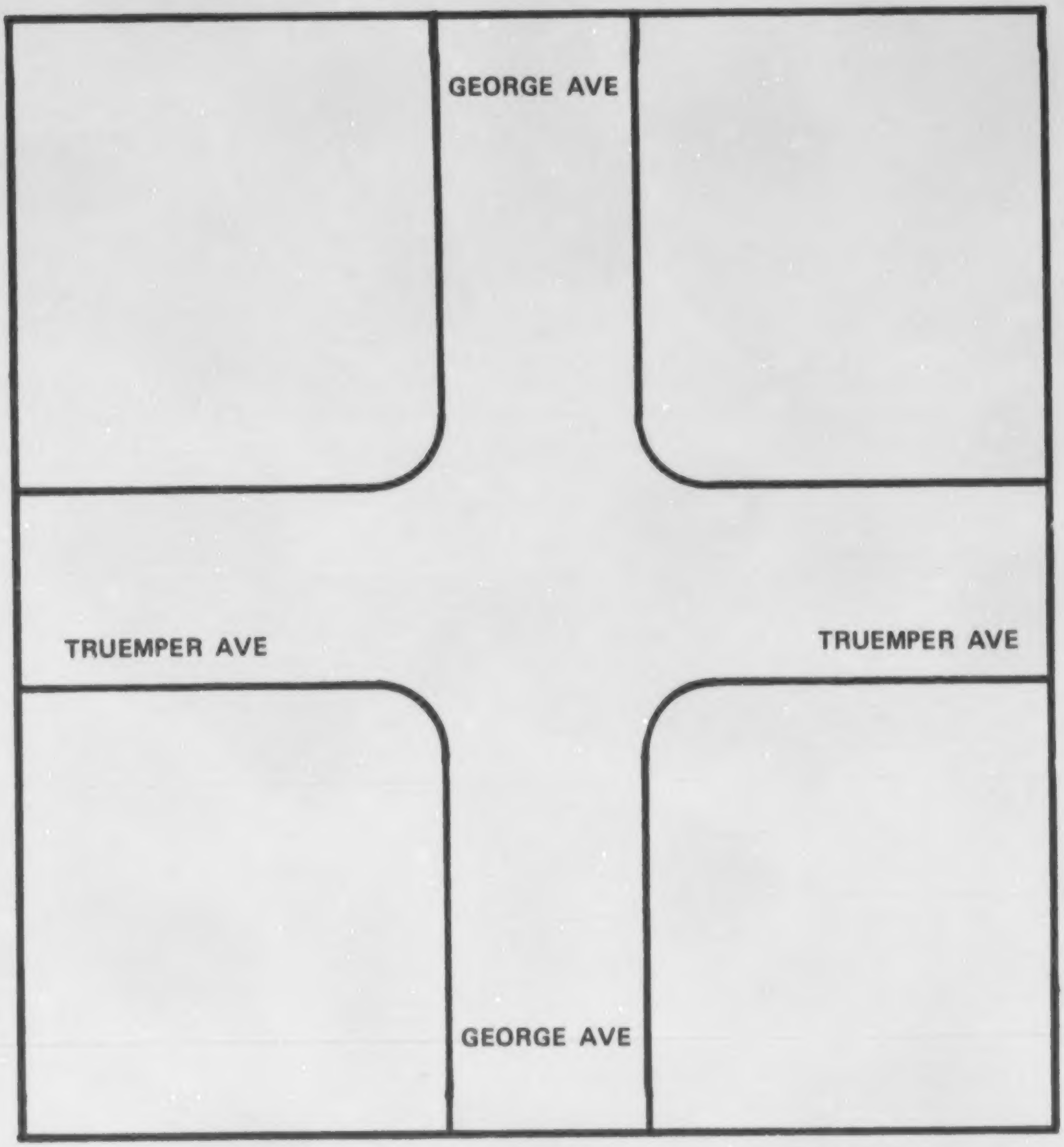
SECTION II

INSTRUCTIONS

Complete the final diagram below using the field sketch on page 7-2 in this book and your study guide for reference. Remember to use only necessary items and information. USE PENCIL ONLY.



Instructor's Initials__________

SECTION III

INSTRUCTIONS

Complete the narrative below, using the situation on pages 7-1 through 7-9 of this book. Use your study guide for reference. PRINT LEGIBLY.

Page ___ of ___ Pages

THIS INVESTIGATION REVEALED THAT . . .

Technical Training

Law Enforcement Specialist

POLICE COMMUNITY RELATIONS

1 November 1977

HEADQUARTERS 3280TH TECHNICAL TRAINING GROUP
USAF Technical Training School
Lackland Air Force Base, Texas

USAF Security Police Academy
Lackland Air Force Base, Texas 78236

HO L3ABR81132
1 November 1977

HUMAN RELATIONS FOR THE POLICEMAN

INTRODUCTION

As a policeman, you are a professional — an individual in whom the Air Force has placed extraordinary authority. The tasks you perform are numerous; the responsibilities you assume are great. Police work demands discretion, sound judgement and tact. Your manner, appearance and efficiency on the job are extremely important. Your actions and the personal qualities you exhibit will reflect, not only upon you, but on your squadron and the Air Force. The following pages offer no answers. This handout was designed to make you aware of current attitudes and show you that often, in police work, the person you have the most trouble dealing with is yourself. The Security Police Creed is now your creed. From now on, assess your attitudes daily. When you dress for work, look beyond the mirror image. Are you physically and mentally ready?

COMMUNITY RELATIONS

Our society is under constant revision. It is becoming more and more specialized and technically complicated. Our people are the most mobile in the world, changing jobs and residences frequently. Our free system exposes us to new ideas, products, threats and challenges. There are many advantages to our way of life, but there are also the disadvantages. Our fast pace severely strains our sense of belonging, fellowship and responsibility. Absorbed in their own lives, many people ignore the issues that do not affect them directly. The common feeling is that one person can do nothing, so "Why bother?" As a result, it is difficult to train the modern policeman to handle every task that he will encounter.

Law enforcement is a service activity. Your Air Force base is a community. You belong to and serve the people of that community. While on duty, you will respond to and contain problems that you neither created nor have control over. Your background and training may not have equipped you with the techniques and understanding required to handle the situation. Your presence is often resented and unwelcomed by those involved. How can you be prepared for the unexpected and unfamiliar?

a. Understand yourself, your prejudices, your personality, and how all three can affect your safety and your ability to do your job.

b. Understand that what is being said to you may not be what it seems. Calm the person and explain the consequences of his/her actions.

c. Convince the public that you are there to help and that you are interested and capable of assisting them in solving their problem; and, if you cannot solve the problem, that you will assist them in finding a referral agency that can.

d. Know your job and keep up with current trends and changes in procedures.

It is best to deal with problems as early as possible; and — when possible — prevent the problem before it occurs. Police agencies and individual patrolmen are wise to pursue crime prevention rather than crime suppression. If you are to accept the responsibility of serving in the prevention of problems which encourage and breed crime, then you must realize that it involves more than just doing your assigned duties. You will be in daily contact with the symptoms of social problems. Your indifference to human suffering cannot be covered by propolice billboards or speeches. Policemen must be humane if they are to be sold as such.

Police injustice cannot be tolerated. Regulations must be enforced fairly and impartially to the benefit of all personnel, not just a few. It is necessary for you to reexamine your basic attitudes to determine whether you can be fair and impartial despite any personal prejudices you might have. Black/white, civilian/military, young/old, American/foreign, male/female, Protestant/atheist, cooperative/unpleasant — these should all have the same meaning to you as a patrolman: human, deserving equal treatment.

Although the major responsibility for community relations falls upon the individual policeman, there are other means to enhance our relations with the public. Here are just a few ideas already in operation throughout the Air Force:

Crime Stop. Crime Stop is an open line to the Security Police Desk used to report emergencies, crimes in progress, anonymous tips, etc. The person reporting the incident need not leave a name. This project is to give the public a feeling of involvement.

Police Squadron-Sponsored Activity. Some examples are: a car wash with patrolmen volunteering their time, with the money made going to a worthwhile charity or to buy new books or equipment for a local school; a squadron-sponsored baseball team using policemen as coaches and local children as players; or a security police canned food roundup at Christmastime for the less fortunate in the local community.

Security Police Safety Billboards. These billboards contain slogans asking the public to slow down or buckle up.

Security Police Newspaper Column. The column includes local statistics on drug, crime, or traffic problems plaguing the area. It also includes driving tips and crime prevention tips for persons at work, at home, or in a dormitory environment.

SUMMARY

Community relations is not an easy job. It involves patience and understanding from you, knowing that you may not receive the same courtesy you gave. It involves constant evaluation of your attitude, your job knowledge, and your appearance.

SUMMARY QUESTIONS

1. Explain in your own words what it means to be a professional.

2. Name and explain the four guides that help you prepare for handling difficult situations.

3. Name two original activities (not listed in this handout) that you could suggest to your new squadron for improving police/community relations.

HO L3ABR81132

THE COMMUNICATION PROCESS

The simple definition of communication involves only three parts: the transmitter (the person talking), the receiver (the person listening), and the message (what is being said). However, for all practical use, there is no such thing as simple communication. Have you seen these phrases before?

> "I know you understand what you think I said, but what you don't understand is that what I said is not what I meant . . . ."
>
> "Yes, I heard what you said, but your eyes were saying something different . . . ."
>
> "You weren't really listening, you only heard what you wanted to hear . . . ."

What is communication? It is a combination of equally important factors. It is choice of words said, voice control, body language, actually listening to what has been said, and then interpreting the message correctly. It is also the manner in which you talk to people. Children talk in a one-dimensional manner. That is, they are not open to compromise. Children have one solution and often enter into arguments when the conversation is not going in favor of them. Domestic disturbances and bar fights are often the result of "adults" conversing like children. What is worse is the patrolman who allows himself to be drawn into the argument. In short, remain objective and act as a third person (a calming influence). The second manner is that of a parent. This approach shames or reprimands the listener. It implies that they are incapable of solving their problems and that you are judging their actions. Like the child conversation, the parent approach often produces resentment and hostility in the listener and draws the patrolman into the problem. The third manner is that of the adult. It involves talking with someone and not at him/her. It involves all the factors of communication.

a. Choice of Words. Speak in simple terms and avoid using the legal jargon that police and members of the court use. Try not to offend the listener with words considered rude or improper by our society.

b. Voice Control. Shouting matches are not productive. Speak in a calm, normal voice. Do not speak too slowly but allow time within the conversation to insure that the listener understands what you are trying to convey.

c. Body Language. Look at the listener but not through him. Stand or sit in a comfortable posture – not too rigid and not too relaxed. Don't position yourself behind objects such as desks, chairs, or your vehicle. Maintain a natural expression on your face; don't glare or force a smile. Don't fidget; that is, make nervous motions with your hands and feet.

d. Listening. The average person can speak only one-sixth as fast as he can hear and interpret. This leaves time for the brain to become bored and "turn off" the speaker. It hears what is being said but it does not listen to and interpret the entire conversation. When listening, maintain a constant awareness of what is being said and of the body language being used. Ask questions to insure that you are correctly interpreting what is being said. When talking, stop occasionally and ask questions to insure the listener has interpreted what you said correctly. Watch for signs from the listener's body language signaling that he has become confused or lost interest.

SUMMARY

Your performance can be limited by not knowing procedures or by lack of expertise in firing a weapon. However, if you cannot communicate effectively with your fellow patrolmen and with the public, then your performance capability is destroyed. Of all the facts you need to learn, of all the techniques you need to master, communication is the most vital.

SUMMARY QUESTIONS

1. Name and explain the three manners (approaches) to communication.

2. Name the four factors involved in communication.

CODE OF ETHICS FOR SECURITY POLICE

PREAMBLE

In America, where the stability of all departments of the Government rests upon the approval of the people, it is essential that the personnel of the Armed Forces conduct themselves in such a disciplined manner that the public shall maintain a high respect and confidence of the integrity and ability of the Department of Defense. The contribution of the security police assists materially in maintaining the good will of the public toward the Armed Forces. That this shall continue requires that the conduct and performance of duties of the security police be such as to merit the approval of all just men. Important trusts have been given to security police. The greatest of these is discharging the responsibility to protect Air Force installations and equipment from damage or compromise by enemies or potential enemies of the United States and the maintenance of military discipline. The public will retain confidence in the competency of the Air Force to fulfill this trust only so long as the security police exercise those functions which they discharge before the public with integrity, rectitude, and prudence. Therefore this Code of Ethics is adopted to augment the established standards and doctrines of the security police. No code of set rules can be framed which will specify exactly what the security policeman should do in each incident that confronts him; however, the following canons of ethics will provide him with a general guide to achieve meritorious performance of duties and outstanding service.

EXPLANATION OF TERMS

Armed Forces means all departments of the Department of Defense and the U.S. Coast Guard.

Security Police means all security and law enforcement officers, members of the security police, and all personnel of the Air Force performing police duties.

Service personnel means all members of the Department of Defense.

Serviceman means an individual member of the Department of Defense or the U.S. Coast Guard.

CODE OF ETHICS

1. *Manner of Exercising Authority.* When on duty, a security policeman is the visible representative of his government, the United States Air Force, and the senior commander, as well as the immediate commander under whom he serves. It is his duty to assume the authority which has been given to him and to carry out this important trust impartially, fairly, firmly, and in such a manner that respect for security police is maintained by all service personnel and the public.

2. *Manner of Fulfilling Mission.* The responsibility for enforcement of directives dealing with the conduct of members of the Armed Forces is a function which frequently brings the security policeman into direct contact with other servicemen and the general public. In carrying out this mission, the security policeman must deal with offenders against regulations in a quiet and dignified manner so that there is no question of insult, disobedience, argument, or offense to the public peace.

3. *Personal Responsibility for Appearance.* The reputation of the Armed Forces depends to a great extent on the appearance of service personnel either within a service installation or in a civilian community. A security policeman is duty-bound to maintain a neat appearance, to keep himself physically fit, and to be a model of military bearing and courtesy.

4. *Attitude Toward the Serviceman.* Security policemen must perform their duties impartially and justly in a friendly, helpful manner. Unwarranted police supervision hurts morale and tends to cause friction with other service personnel. Harassing of servicemen, or indiscriminate inspection of passes and liberty cards should be carefully avoided. It should be uppermost in the mind of a policeman that he does not interfere with the activities of servicemen unless their action endangers security, discredits the Armed Forces, or is harmful to welfare or health.

5. *Assistance to Fellow Members of the Armed Forces.* A security policeman is duty-bound to render assistance to servicemen. To comply with this obligation, he must strive to keep himself informed concerning places of interest and amusement, and of importance to the routine life of a normal individual. He must keep himself alert to go promptly to the aid of a serviceman who is injured or becomes ill. He should sacrifice his own time, if necessary, to prepare himself to be more helpful to other members of the Armed Forces.

6. *Attention to Duty.* A security policeman should be mindful that his duty requires his full attention. Talking not in the line of duty, such as chatting with female employees of theaters, taverns, and other business establishments, detracts from proper performance of duties and should be conscientiously avoided. Under no circumstances should a security policeman drink intoxicants, including beer or wine, while on duty. When reporting for a tour of duty his faculties should not be affected by intoxicants nor should he have the odor of alcohol on his breath. Under exceptional circumstances, when requested by the proprietor or in emergencies involving safety to life or the good of the community, security police may enter private establishments to quell disturbances or to take other appropriate action where service personnel are involved. At other times, it is prohibited and highly

improper for a security policeman, unaccompanied by a civilian official who is authorized to make such entries, to enter a private establishment. No favoritism or discrimination should be shown in the amount of police supervision or attention given to various commercial establishments. A security policeman must carefully refrain from any practices which might be classed as inattention to duty.

7. *Attitude Toward Currying Favor.* A security policeman must not try to gain favor or popularity by easygoing methods, overlooking delinquencies, or otherwise failing to enforce regulations. When a delinquency or security violation is observed, he should take proper corrective action, including apprehension when necessary. Once a security policeman has made an apprehension, he is without authority to release the offender; accordingly he must deny an appeal to make such a release, regardless of the pleas, promises, or threats made by the offender or his companions.

8. *No Authority To Punish Offenders.* A security policeman has no authority to punish an offender. When correcting, cautioning, or warning a serviceman for trivial infractions of laws and regulations, he must be careful that his action does not constitute an admonition or reprimand — which are forms of punishment. A serviceman may be apprehended, arrested, or confined when warranted, but he may not be punished in any manner by a security policeman.

9. *Annoyance to Civilians.* Many servicemen wear civilian clothing on pass or liberty. When an offender in civilian clothing is suspected of being a serviceman, a civilian policeman should be located to investigate the status of the individual. It is better to allow a serviceman in civilian clothing to escape apprehension for a minor offense than to detain illegally or annoy a civilian.

10. *Apprehension.* The authority of a security policeman to take custody of a serviceman and detain him for a violation of law or regulation is an important trust which must not be abused. It is the duty of the policeman to exercise this authority with judgment and tact and only when the offense or conduct of the serviceman is such that restraint is necessary. A security policeman may not use force or strike or mistreat an apprehended person merely because the prisoner is noisy, abusive, profane, or insulting. It is the responsibility of the security policeman to control himself during an apprehension so that he does not lose his temper or use unnecessary force. It is also his duty to protect the prisoner from abuse by other persons whom the prisoner may curse or berate. All this does not mean that force may not be used to apprehend a disorderly serviceman. In making an apprehension, a security policeman is justified in using such force as is necessary to secure and detain the offender, overcome his resistance, prevent his escape, and recapture him if he escapes, except in the case of misdemeanors where the force used must not be such as would cause a serious injury to the misdemeanant. Every security policeman has a moral obligation never to use excessive force, wanton violence, or dangerous methods when making an apprehension.

11. *Dealing With Intoxicated Personnel.* It is the duty of a security policeman to apprehend a member of the Armed Forces who is obviously intoxicated beyond any sense of self-control and mobility, and to take action to deliver him to proper authority. In no case does a security policeman allow an obviously intoxicated member of the Armed Forces to continue in public view, even if companions agree to be responsible for his behavior. Taking action avoids imposition on a companion's pass or liberty time and prevents the offender from becoming involved in more serious trouble. A security policeman should remember that an intoxicated person normally loses all sense of discipline and may assault or try to fight the apprehending officer; however, under no circumstances should he exchange blows or accept a challenge to fight with a drunken serviceman. When necessary, a come-along hold or handcuffs can be applied in apprehending a drunken offender.

12. *Search of Prisoners.* When a serviceman is apprehended, the security policeman making the apprehension should make a quick preliminary search to make sure the prisoner is not armed. In a preliminary search, he should take any weapon that is found, but he may not remove any valuables or property from the person of the prisoner. When a more thorough search is made, it must be made in the presence of reliable witnesses, and an accurate record must be made of each article and the amount of money that was taken from the prisoner.

13. *Safeguarding Prisoners' Valuables and Other Property.* All security policemen are bound morally as well as by regulation to safeguard the valuables and other property of prisoners. To allow mishandling, loss, or theft of a prisoner's effects brings the security policeman into disgrace and disrepute more quickly than any other type of dereliction of duty. Accordingly, it is of utmost importance that each security policeman zealously guard the reputation of the security police for honesty in handling of prisoner's effects.

14. *Treatment of Prisoners.* Besides the obligation imposed by laws and regulations, a security policeman is bound by a moral obligation to treat prisoners fairly and humanely and not allow them to be subjected to sarcasm, ridicule, humiliation, or any abusive practice. It is especially important that a security policeman does not permit or indulge in mistreatment of prisoners or discriminate against them because of race, color, or creed. When a prisoner is unruly or violates prisoner regulations, a security policeman must never allow himself to administer disciplinary action but must report the incident so that disciplinary measures can be taken by proper authority in accordance with regulations. A security policeman should never seek or accept gifts from a prisoner in return for special treatment, extra privileges, prohibited articles, or exemption from prison routine or duties.

15. *Avoid Foul Language.* In addition to the dictates of common decency, a security policeman should refrain from the use of profanity, smut, and filth in his everyday conversation so that he does not acquire the habit of resorting to foul language in public when on duty.

16. *Gossip.* Except in line of duty, a security policeman should treat with confidence all information concerning the difficulties of servicemen and others involved in violations of

laws and regulations. Identities of informers and informants should never be disclosed except to proper authorities. Under no circumstances should a security policeman engage in gossip or idle talk about matters concerning delinquencies, apprehensions, or offenses.

17. *Refusal of Rewards, Gratuities, and Advantages.* Unfortunately, cartoonists, motion picture producers of comedies, and writers have often depicted civilian policemen helping themselves to the wares of the itinerant fruit peddler. This had led some of the public to accept the belief that the badge and uniform of the policeman entitle him to gratuities or special privileges. Some well-meaning proprietors of taverns, places of amusement, and food establishments frequently attempt to win the favor of security policemen and to obtain closer police supervision over their establishments by offering free drinks, food, or tickets to amusements. Some unscrupulous and conniving proprietors offer bribes or gratuities to security policemen with a view to obligating them to overlook undesirable conditions or practices which adversely affect the health or welfare of service patrons. It is a duty of the security policeman to preserve order among servicemen in civilian communities and to supervise their behavior, but this does not entitle him to any remuneration from the proprietors of establishments who may benefit from such service. It is improper for a security policeman to accept any advantage, gratuity, or reward for the performance of official duties. To avoid the offer of gratuities when off duty, the security policeman should refrain from patronizing restaurants, night clubs, taverns, and places of amusement where his identity as a policeman is known, and particularly in areas where he has been on patrol or other duty. He should not accept invitations to parties and social affairs that are sponsored by managers or owners of businesses which are patronized to a great extent by servicemen.

18. *Duty as a Witness.* During the course of his duty, the security policeman must, at times, appear as a witness before courts-martial. As a representative of the United States Armed Forces, he must be impartial and accurate in giving his testimony. Although a security policeman is usually called as a witness by the prosecution, he should not withhold facts or suppress evidence that is favorable to the accused, nor should he allow his feelings or wishes as to the outcome of the case to influence his statements. It is the duty of a police witness to present to the court all facts known to him that pertain to the case in order that justice may be done.

19. *Off-Duty Conduct.* The appearance and behavior of a security policeman when off duty should be above reproach. He should never take advantage of his position as a security policeman to violate laws or regulations, nor should he be exempted from appropriate corrective action or arrest if he does offend the rules of conduct. When on a nonduty status, it is forbidden and particularly reprehensible for a security policeman to pretend to be on official duties by wearing his badge or distinctive security police uniform accouterments in order to impress the public, escape arrest, or gain an advantage or privilege which is not due him. Association of security policeman with known or suspected racketeers, promiscuous women, and other persons of questionable character invites temptation and reflects great discredit on security police as a group; therefore, it cannot be tolerated. During off-duty hours, the security policeman must deport himself in such a manner that he is able to perform effectively when on duty.

20. *Mental and Moral Constitution.* Each security policeman strives to acquire to the highest degree the following qualities in his mental and moral makeup:

- *Initiative.* That aptitude and self-reliance which enables a security policeman to act on his own responsibility in the absence of orders and to carry out any assigned duty without recourse to higher authority.

- *Dependability.* That reliance and trustworthiness which a security policeman must develop so that higher authority need never question whether an assigned task will be properly completed.

- *Common Sense.* That good judgment and prudence which are necessary for a security policeman to exercise when dealing with other servicemen in the enforcement of laws and regulations.

- *Tolerance.* That indulgence and patience which must be exhibited by a security policeman so that he does not lose his temper when insulting remarks or jibes are directed at him.

- *Courage.* That firmness of spirit which enables a security policeman to meet the dangers that confront him without fear.

- *Loyalty.* That sense of allegiance and faithfulness that a security policeman must have for his superiors and his country.

- *Honesty.* That sense of fairness and straightforwardness in all things that a security policeman must observe at all times.

- *Fidelity.* That careful and exact observance of duties so necessary for a security policeman to follow.

21. *Quashing Delinquency Reports or Charges.* When a security policeman, particularly one in a responsible position, is introduced, it is common practice for the introducer to say: "Meet so and so, he is the security police officer and is a good person to know." The implication is that friends and acquaintances of policemen are immune from arrest and subsequent punishment. This general misconception of the duty of policemen is one that each security policeman should strive constantly to correct. The quashing, suppressing, or withholding of charges of information concerning alleged violations is the worst possible dereliction of duty that a security policeman can commit. Under no circumstances should he fail to report and forward to proper authorities all information known to him concerning an alleged violation of laws or regulations.

22. *Observance of Code.* A security policeman who fails to accept the Code, or who knows that he cannot abide by it because of temperament, lack of self-control, or any weakness of character, should ask to be relieved from police duties. A violation of these ethical rules is sufficient justification for the relief of the offender from police duties and, additionally, for whatever legal action is warranted.

We cannot overemphasize the importance of your position in the United States Air Force. You must take pride in yourself, your organization, the Air Force, and in the fact that you are a security policeman. Above all, security police duty requires individuals whose moral integrity and honor are above reproach.

A security policeman contributes most to the Air Force mission by living up to the CODE OF ETHICS FOR SECURITY POLICE. The Code is your guide for efficient duty performance.

The Code and what is expected from you is summarized in the CREED OF A SECURITY POLICEMAN. This Creed is also contained in AFM 125-3, and is extracted on the following page for your review.

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PREPARE THE MAN

PROGRAMMED TEXT
3ABR81130-1/3ABR81230

Technical Training

Security Specialist
and
Law Enforcement Specialist

HUMAN RELATIONS FOR THE POLICEMAN LEARNING EXERCISES

July 1974

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
Department of Security Police Training
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

Department of Security Police Training
Lackland AFB, Texas

PT 3ABR81130-1/
3ABR81230

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LEARNING EXERCISES

INTRODUCTION

This Learning Exercise Booklet is designed for use by students in courses 3ABR81130-1, Security Specialist, and 3ABR81230, Law Enforcement Specialist, to support the Programmed Text. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the Department of Security Police Training. The program is designed using Instructional System Development principles and concepts.

INSTRUCTIONS

This Learning Exercise Booklet is designed so that you will go through it step by step. Read the information in the Programmed Text and respond as you are directed. After completion of the learning exercise turn to the back of this booklet and confirm your response. DO NOT proceed until you have responded correctly. If you require assistance, see your instructor. As you complete and confirm each learning exercise, return to your Programmed Text and continue with your study.

This Learning Exercise Booklet may be retained by the student.

Copies of this Learning Exercise Booklet are issued by the Curricula Unit on request of the user.

Learning Exercise 1

1. At what level can you improve community relations?

2. A disregard for law enforcement agencies can be traced to what?

3. What is the difference between the social control now and what it was at the time the United States was founded?

Learning Exercise 2

1. Can your personal problems affect the way you do your work?

2. List the three basic components of the personality.

3. List the physical description of each component of the personality.

4. What is the only physical characteristic that is capable of making evaluations?

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Learning Exercise 3

1. Does one's life script have any bearing on how others feel or act toward you?

2. What is the second step in determining the outline of your life script?

3. Is it possible to change your life script?

Learning Exercise 4

1. List the forms of psychological strokes.

2. If an individual has a positive self-image, what is his attitude toward society?

Learning Exercise 5

1. List the three types of messages used in your day-to-day contacts.

2. Describe police phobia in one sentence or less.

3. What is the first goal of the policeman in any contact with a law breaker?

Learning Exercise 6

1. What is the meaning of the theory of "group mind?"

2. What are the four characteristics that can turn a crowd toward violence?

3. List three tactics you would use for theory two strategy.

LEARNING EXERCISE ANSWERS

CORRECT RESPONSE, Learning Exercise 1.

1. Person-to-person.

2. Social system that has unfairness in the law.

3. Earlier the community as a whole made and enforced its own laws while now this responsibility has been left up to a very few.

CORRECT RESPONSE, Learning Exercise 2.

1. Yes.

2. Recorded data, emotions, and computer action.

3. Parent, Child, and Adult.

4. Adult.

CORRECT RESPONSE, Learning Exercise 3.

1. Yes.

2. List how I feel about controversial issues.

3. Yes.

CORRECT RESPONSE, Learning Exercise 4.

1. Earned positive, unearned positive, earned negative, and unearned negative.

2. He looks favorably upon others and reacts flexibly to stresses of daily life.

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1. Complimentary transaction, crossed transaction, and ulterior or hidden transaction.

2. Inherent dread or fear the average citizen feels during any police contact.

3. Personal safety.

CORRECT RESPONSE, Learning Exercise 6

1. Nature of the crowd replaces the attitudes and restraints of the individual within it.

2. Duration it's been together, its identification, size and polarity.

3. Mass patrolling, swift removal of persons responsible for crowd formation, and immediate crowd dispersal.

PREPARE THE MAN

PROGRAMMED TEXT
3ABR81130-1/3ABR81230

Technical Training

Security Specialist
and
Law Enforcement Specialist

HUMAN RELATIONS FOR THE POLICEMAN CRITERION EXERCISES

July 1974

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
Department of Security Police Training
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

Department of Security Police Training PT 3ABR81130-1/
Lackland AFB, Texas 3ABR81230

CRITERION EXERCISES

INTRODUCTION

This Criterion Exercise Booklet is designed for use by students in courses 3ABR81130-1, Security Specialist, and 3ABR81230, Law Enforcement Specialist, to support the Programmed Text. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the Department of Security Police Training. Knowledges acquired from using the Programmed Text and Learning Exercise Booklets will help you perform the exercises, solve the problems, or answer the questions presented in this Criterion Exercise Booklet. It was designed using Instructional System Development principles and concepts.

INSTRUCTIONS

The material in this Criterion Exercise Booklet is presented in a programmed format. The criterion exercises will be completed in a logical sequence as indicated in your Programmed Text. Each criterion exercise must be evaluated by your instructor to insure achievement of the learning objectives.

This booklet is distributed on the basis of one for each instructor and student. It is organizational rather than personal property and is authorized to remain in the personal possession of individual(s) to whom issued so long as it is required for instructional and training purposes in the classroom. Upon completion of this booklet by the student it is to be collected by the instructor and destroyed.

Copies of this Criterion Exercise Booklet are issued by the Curricula Unit on request of the course.

Criterion Exercise 1.

Place an "X" before each statement that is true regarding human behavior, with no more than three errors.

_____1. Police practices have no bearing on the feelings of the public.

_____2. Police community programs that focused on the policeman's role as a public representative and a problem solving mechanism have generally been effective.

_____3. Community relations is best preserved at the person-to-person level, recognizing that each person is important.

_____4. Each personality includes recorded data that must be evaluated for each action you take.

_____5. To use the proper personality state you must be able to recognize how you use them in your everyday activities

_____6. Of the three personality states the one that involves acting upon factual information is the Adult.

_____7. The security policeman must make a decision as to which personality state is needed for each situation. He does this while in the Adult state.

_____8. One's life script is established in childhood and cannot be changed.

_____9. A policeman must strive to use a positive psychological stroke with personnel he approaches.

____10. As a policeman you have no need to understand symbols used by different people as long as he maintains an Adult state.

____11. You should approach all personnel in a manner that displays no feelings against or toward the individual.

____12. You must pay attention to the person you are talking with to enable you to realize what the individual is trying to get across that is important to him.

____13. No matter whether the mob is acting as a "group mind" or "individual" the tactics to be used will remain the same.

____14. In the initial stages, concentrating on the conditions causing the hostility is desirable.

____15. Once a decision is made to act against a crowd, speed and determination are vital.

____16. Theory two of group behavior says that individuals are swept into looting, something they had never considered before they were caught up in the group mood.

____17. If dealing with large mixed groups of military personnel the best course of action is to try to solve the problems rather than take direct action.

____18. When attempting to solve problems involving a large group of military personnel the police should handle the entire situation.

When completed, give to your instructor for evaluation.

Instructor's Initials_______________

PROGRAMMED TEXT
3ABR81230

Technical Training

Law Enforcement Specialist

LAW ENFORCEMENT OPERATIONS LEARNING EXERCISES

8 December 1975

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
USAF Security Police Academy
Lackland Air Force Base, Texas

Designed For ATC Course Use

DO NOT USE ON THE JOB

USAF Security Police Academy
Lackland AFB, Texas 78236

PT 3ABR81230

LEARNING EXERCISES

Introduction

This Learning Exercise Booklet is designed for use by students in Course 3ABR81230, Law Enforcement Specialist to support the Programmed Text. It is used with work assignments during attendance in formal Air Training Command (ATC) courses conducted within the USAF Security Police Academy. The program is designed using Instructional System Development principles and concepts. Copies of this Learning Exercise Booklet are issued by the Curricula Unit on request of the Course.

Instructions

This Learning Exercise Booklet is designed so that you will go through it step by step. Read the information in the Programmed Text and respond as you are directed. After completing the Learning Exercise turn to the back of this booklet and confirm your response. DO NOT proceed until you have responded correctly. If you require assistance, see your instructor. As you complete and confirm each learning exercise, return to your Programmed Text and continue with your study.

This Learning Exercise Booklet may be retained by the student.

1B-76-872

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LEARNING EXERCISES

Learning Exercise 1.

Place "T" (true) or "F" (false) beside each statement.

______ 1. Always position yourself outside the gatehouse so that you may be seen.

______ 2. It is not necessary to direct a vehicle that is stopping at the gate over to the side of the road as all other traffic must stop anyway.

______ 3. You should render the hand salute to all officers that you recognize even though the salute is not mandatory.

______ 4. It is important that you know the location of facilities on base in order to assist personnel entering the base.

______ 5. Gate guards are not required to issue handouts, visitors' passes, or base maps to visiting personnel.

______ 6. During Anti-Robbery procedures wave outgoing traffic through the gate as fast as possible in order to clear the roads.

Learning Exercise 2.

Compelte the following statements by filling in the blanks

1. A list of names of personnel that are allowed to enter a controlled area is called a(n)______________________.

2. ______________________is the most effective method of controlling entry into an area when a small number of personnel work in that area.

3. DD Form 2AF may be used to control entry if ______________ are the only people allowed to enter the area.

4. A military person who has lost his controlled area badge will be allowed to enter the area______________________.

5. Any time you doubt a person's authority to enter a controlled area, you should hold the person so that your supervisor can ______________________________.

Learning Exercise 3.

Fill in the blanks.

1. Security policemen working with dogs are more effective than a SP working alone. This is due to ______________________.

2. The only restrictions on utilizing dogs are __________________ and ____.

3. When dogs are used for drug detection, the legal requirements of ______________ and ___________________ must be conducted as if no dog was involved.

4. The greatest asset in the use of dogs is that they provide a ________________________________ to would be offenders.

5. Dog posts should be flexible and downwind from resources to take full advantage of the dog's ___________________________________.

Learning Exercise 4.

Answer the following questions.

1. For what purpose are physical security aids developed?

____

____

____

____

2. In what manner does a fence provide an obstacle against a person with illegal intent?

____

____

____

____

1F-76-872

3. For what reason(s) should a fence around a controlled area be more substantial than fencing around the base perimeter?

____

____

____

____

4. How is the location of a gate to a controlled area determined?

____

____

____

____

Learning Exercise 5.

Match the lighting system with its characteristics.

LIGHTING SYSTEM

1. Perimeter
2. Area
3. Entry Point
4. Special Purpose

CHARACTERISTICS

____a. Placed so that the entry controller can identify approaching personnel, but they can't locate him.

____b. Associated with resources which are open to view.

____c. Designed to light evenly the interior where resources are sheltered.

____d. Shine outside the fenceline for a distance of approximately 50 feet.

Learning Exercise 6.

Match the type of alarm system on the left with the characteristics on the right.

TYPE OF ALARM

a. Motion Detector Systems

b. Mechanical Detector Systems

c. Vibration or Sound Detection Systems

CHARACTERISTICS

____1. Operate by physical movement or breakage.

____2. Listen for noises.

____3. Use photoelectric cells in their design.

____4. Work only when the area has been vacated.

____5. Costs less than motion-type alarms.

____6. Used only in "quiet" areas.

Learning Exercise 7.

Place "T" (true) or "F" (false) beside each statement.

______1. The IDA panelboard is normally operated by the flight sgt.

______2. If a fund activity stores funds in excess of $2,000, it must be protected by an alarm system.

______3. In order to keep someone from moving a fund container from the view of an armed guard, the container should be heavy, bulky and bolted to the floor.

______4. An alarm system is always connected to the structure which contains funds which are over $2,000.

______5. Positive identification of persons opening or closing an alarmed container is established through the use of authentication code.

Learning Exercise 8.

Answer the following questions.

1. As a security policeman, what is your basic responsibility in guarding a depository?

   ____

2. In a central depository, how is each container or compartment secured?

   ____

3. Where should AF Form 301, Safe Record Check, be placed in a depository?

   ____

Learning Exercise 9.

Place "T" (true) or "F" (false) beside each statement.

____ 1. Unmarked vehicles are used by security policemen to increase the number of traffic violators apprehended.

____ 2. It is important for a security policeman assigned to patrol duties to know his assigned area.

____ 3. When responding to an emergency on a post, radio contact with the desk sgt should be established after reaching the scene.

____ 4. Normal request for assistance should be handled in the same manner as your crime prevention duties.

____ 5. Observation is the security policeman's primary tool to effective patrolling.

____ 6. After reporting a road hazard in your area, it is no longer your responsibility.

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Learning Exercise 10.

Placed an "X" beside the statements which are correct concerning fund and weapons escorts.

_____ 1. If possible use a rear entrance to the fund activity so that you won't be seen.

_____ 2. Avoid setting a predictable pattern.

_____ 3. Notify the desk sergeant before and after the escort only.

_____ 4. Terminate the escort as soon as you have arrived at the final destination and have allowed the person to dismount.

_____ 5. On off-base escorts, obey all instructions from the civilian police.

_____ 6. Insure that an armed individual is posted on the weapons when final destination is reached.

Learning Exercise 11.

Place an "X" beside those duties involved in conducting building checks.

_____ 1. Physically check each building to make sure that it is secure.

_____ 2. A building is secure when all doors and windows appear untouched.

_____ 3. Set a pattern when conducting periodic checks to insure that all buildings are secure.

_____ 4. Make a check as soon as you start your tour of duty and report all discrepancies.

Learning Exercise 12.

Fill in the blanks.

1. When you respond to complaints, your purpose is to conduct a ______________________ ______________.

2. Examples of minor complaints are: (a)______________ ______________(b)______________(c)______________ ______________.

3. In order to fill out DD Form 1569, it is essential that you keep ______________________of all interviews.

4. Investigation of major offenses is not the responsibility of security police but of the ______________________ ______________________.

5. Your ability to ______________________and______________________ evidence at the scene may mean the difference in solving or losing the case.

Learning Exercise 13.

A. List three methods in which a security policeman might warn base housing residents of an impending severe condition.

1. ______________________________

2. ______________________________

3. ______________________________

B. List three duties of the security police at the scene of a fire.

1. ______________________________

2. ______________________________

3. ______________________________

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Learning Exercise 14.

A. List the three immediate tasks security police must perform upon notification of a broken arrow.

1. ______________________________

2. ______________________________

3. ______________________________

B. List four items of equipment recommended for security policemen to wear when responding to a broken arrow.

1. ______________________________

2. ______________________________

3. ______________________________

4. ______________________________

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LEARNING EXERCISE ANSWERS

Learning Exercise 1, CORRECT RESPONSES

_F_ 1. _F_ 2. _T_ 3. _T_ 4. _F_ 5. _F_ 6.

Learning Exercise 2, CORRECT RESPONSES

1. authorization list; 2. personal recognition; 3. military personnel; 4. under no circumstances; 5. establish positive identification.

Learning Exercise 3, CORRECT RESPONSES

1. the dog's increased capabilities; 2. safety precautions, control of the dog; 3. search, seizure; 4. psychological deterrent; 5. sense of smell and hearing.

Learning Exercise 4, CORRECT RESPONSES

1. as an aid to the security policeman in his duties;
2. he must cut through it, climb it, or jump over it;
3. it is in direct support of a resource and if the person crosses it he has access to the resource;
4. logical routes of travel.

Learning Exercise 5, CORRECT RESPONSES

_3_ a. _4_ b. _2_ c. _1_ d.

Learning Exercise 6, CORRECT RESPONSES

_b_ 1. _c_ 2. _a_ 3. _a-c_ 4. _b_ 5. _c_ 6.

Learning Exercise 7, CORRECT RESPONSES

_F_ 1. _T_ 2. _T_ 3. _F_ 4. _T_ 5.

Learning Exercise 8, CORRECT RESPONSES

1. prevention of theft; 2. with an individual combination padlock; 3. on the side of the container.

Learning Exercise 9, CORRECT RESPONSES

F 1. T 2. F 3. T 4. T 5. F 6.

Learning Exercise 10, CORRECT RESPONSES

X 1. X 2. X 6.

Learning Exercise 11, CORRECT RESPONSES

X 1. X 4.

Learning Exercise 12, CORRECT RESPONSES

1. preliminary investigation; 2. a. neighborly disputes, b. drunken husbands, c. misplaced items; 3. complete notes; 4. OSI; 5. recognize, preserve.

Learning Exercise 13, CORRECT RESPONSES

A. 1. base PA, 2. vehicle PA system, 3. door to door;
B. 1. control spectators, 2. control traffic, 3. secure the scene.

Learning Exercise 14, CORRECT RESPONSES

A. 1. establish a 2,000 foot cordon, 2. establish an entry control point, 3. evacuate all non-essential personnel.
B. 1. helmets, 2. gasmask, 3. raincoat, 4. gloves.

PROGRAMMED TEXT

3ABR81230

Technical Training

Law Enforcement Specialist

LAW ENFORCEMENT OPERATIONS CRITERION EXERCISES

8 December 1975

USAF SCHOOL OF APPLIED AEROSPACE SCIENCES
USAF Security Police Academy
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Criterion Exercise 1.

The statements on the left describe (in brief form) a task performed by security police. From the list of functional duties on the right, select the duty which best applies to each task. More than one duty may apply to each situation. Place the appropriate letter(s) next to the corresponding statement.

TASK

___ 1. React to Anti-Robbery procedures.

___ 2. Know layout of base & location of all organizations.

___ 3. Inspect his post upon being posted.

___ 4. Monitor communications net and complete required forms for flight.

___ 5. Control entry into alarmed facilities and depositories.

___ 6. Maintain a copy of the authorization list for a controlled area.

___ 7. Use tact, diplomacy and good judgment in making decisions.

___ 8. Issue passes and provide assistance.

___ 9. Check badges before allowing personnel to proceed.

___10. Receive complaints and makes decisions on actions necessary.

DUTY

a. GATE GUARD

b. ENTRY CONTROLLER

c. DESK SERGEANT

d. ALL OF THE ABOVE

When completed, give to your instructor for evaluation.

Instructor's Initials ______

Criterion Exercise 2.

The following statements describe (in brief form) a given resource and the method(s) used to safeguard it. Place an "X" beside those situations which reflect the correct methods used to protect the resource. Your decision should be based on the minimum required method(s). Other factors present should not influence your decision.

_____1. The commissary maintains funds in excess of $3,000 overnight. The funds are maintained in a container (safe), and the area around the container is well lit.

_____2. The communications center has been designated a controlled area. To protect the resource the area is fenced, an entry controller is on duty, and entry point lighting has been installed.

_____3. There has been a high rate of crime on the base around parking lots of barracks, and controlled areas at night. The installation commander has ordered the use of military working dogs for crime prevention and detection.

_____4. A controlled area is located near the base perimeter. The area is protected by fencing, perimeter lighting, and entry point lighting. Since valuable equipment is stored outside in the open--special purpose lighting is also used.

_____5. The central depository is located in LE Ops and watched by the desk sergeant. The desk sergeant, however, likes to drink coffee and is away from view of the depository quite often. As a result, a mechanical detection system has been installed.

_____6. The base service club maintains fund of $500. They store the funds in the central depository at night and pick them up each morning.

_____7. The night manager wishes to close the safe at the NCO Club. He calls the desk sergeant and satisfactorily identifies himself. The authentication code number for the day is 20. The desk sergeant states the number 10 to the night manager who responds with the number 20 and the desk sergeant tells him he can go ahead and close the safe.

When completed give to your instructor for evaluation.

Instructor's Initials ____________

Criterion Exercise 3.

The following statements describe (in brief form) a given situation involving patrol procedures. Place an "X" beside those situations that reflect improper procedures.

___ 1. Sgt Smith is assigned to town patrol duties. During his patrol he rides with the civilian police in their car, because the civilian police are short of personnel. In this manner Sgt Smith can assist the civilian police, and they can assist him.

___ 2. Anti-Robbery procedures have been initiated by the desk sergeant. You turn on your red light and siren in responding, so moving traffic will not slow you down.

___ 3. One of the base gate guards has reported that he is in trouble. You hear his call over the radio and respond before the desk sergeant contacts you.

___ 4. During patrol of the housing area you notice a number of holes in the road due to a recent rain. You contact the desk sergeant and ask him to notify the proper authorities.

___ 5. It is almost time for you to get off duty. As you start in for relief you notice a vehicle driving through the area in which the driver appears to be lost. You speculate that he will eventually find his own way and disregard the situation.

___ 6. The commissary warehouse is protected by a mechanical detector system and is supposed to be checked 3 times during each tour of duty based on the building checklist. However, when the security police are busy, they sometimes do not check the building.

___ 7. There are seven buildings on your building checklist that must be checked four times during your tour of duty. During the night you have to respond to a number of incidents and cannot check the buildings but twice. The last check is near the end of your tour and all buildings are secure. On your checklist write in four different times and sign the checklist.

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___ 8. There have been an excessive number of people speeding through your patrol area, and the flight NCOIC wants you to do something about the problem. You hide your vehicle behind some high bushes so that it is out of view. This gives you the advantage over the violators.

___ 9. Sgt Mason has complained to you about the noise from his neighbors. His neighbor, Sgt Gomez, is another security policeman assigned to your unit. You don't want to offend Sgt Gomez, you talk to Sgt Mason and explain the situation to him. Because he appears to understand your situation, you return to your patrol duties.

___ 10. You are dispatched to investigate a minor complaint. Upon arriving at the scene you find that Sgt Jones has shot his wife. You immediately notify the desk sergeant and request assistance.

When completed, give to your instructor for evaluation.

Instructor Initials__________

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Criterion Exercise 4.

Place an "X" beside those statements which reflect the correct information concerning "Responding to Disaster/Emergencies."

___ 1. The first duty of the security police at the scene of an on-base, non-nuclear aircraft accident is to establish a cordon.

___ 2. When evacuating an office building within a broken arrow area, a security policeman may delegate the responsibility to an NCO or officer.

___ 3. The primary purpose of an entry control point at an aircraft accident is to identify persons authorized to enter the area.

___ 4. Some additional duties of the security police at the scene of an off-base, non-nuclear aircraft accident is to control spectators and direct traffic.

___ 5. Security police have the same authority as on-base when working inside a National Defense Area.

___ 6. The most practical method to construct a cordon for a broken arrow is through use of ropes and stanchions.

___ 7. Once an "all-clear" signal has been given, persons wishing to exit a broken arrow cordon leave by the most direct route.

___ 8. The security police and the fire department have equal responsibility to fight fires.

___ 9. Since a security policeman is a representative of the installation commander, he may relate certain facts to the news media.

___10. The Disaster Preparedness Control Center's notification system warns all persons on-base of an impending severe weather condition.

___11. The primary purpose of all duties performed by security police at the scene of an aircraft accident is to protect government property.

___ 12. Upon notification of an "In-Flight Emergency," all key organizations notified will respond to the flight line.

___ 13. If it has been determined that a confiscated film reveals classified information, it should be turned over to OSI.

___ 14. When posted as a cordon guard on a broken arrow, security policemen should wear protective equipment.

___ 15. Security police secure the scene after a fire to insure the safety of spectators.

When completed, give to your instructor for evaluation.

Instructor's Initials________